

# Cross State Certification Guide

## Alabama

The following materials must be submitted to the Teacher Education and Certification Office as part of the application packet:

1. For all forms needed for Out of State certification, please check:  
<https://www.alsde.edu/sec/ec/Pages/outofstatecertificates-all.aspx?navtext=Out%20of%20State%20Certificates>
2. A \$30 nonrefundable application fee in the form of a cashier's check or money order made payable to the Alabama Department of Education or in the form of an online payment. For more info: <https://www.alabamainteractive.org/education/>
3. Original certificate(s) issued by other states or Supplement(s) CER are required for applicants through certain reciprocal approaches and for applicants for alternative certificates. Original certificates will be returned to the applicant.

Applicants should consult the State's FAQ page for Out of State certification to begin:

<https://www.alsde.edu/sec/ec/Pages/faqs.aspx?tab=Out%20of%20State%20Certificates&navtext=Out%20of%20State%20Certificates:%20FAQs>

### *Contact Information:*

State of Alabama  
Department of Education  
OFFICE OF TEACHING AND LEADING  
EDUCATOR CERTIFICATION SECTION  
5215 Gordon Persons Building  
Post Office Box 302101  
Montgomery, Alabama 36130-2101  
Telephone: (334) 353-8567  
<https://www.alsde.edu/Pages/home.aspx>

### *Contact form here:*

<https://www.alsde.edu/sec/ec/Pages/contactform.aspx?navtext=Out%20of%20State%20Certificates:%200Certification%20Help>

## Alaska

Applicants need to complete this form, with official transcripts and a non-refundable \$60:

[https://education.alaska.gov/teachercertification/forms/initial\\_out\\_of\\_state.pdf](https://education.alaska.gov/teachercertification/forms/initial_out_of_state.pdf)

The following important information is on the form, but also listed below:

An applicant must meet the following requirements to qualify for an Initial Out-of-State teacher certification:

- Completion of a bachelor's degree from a regionally accredited university;
- Has never held an Alaska teacher certificate; and
- Holds a current, valid out-of-state certificate (out-of-country certificates are not accepted). United State territories are accepted.

NOTE: When the applicant's contract for instructional services begins in an Alaska school district, the out-of-state certificate must still be current and valid.

If you do not meet the requirements above, check the Types of Certificates webpage or contact Teacher Certification for the appropriate certificate application. Meeting the requirements above will qualify the applicant for a one-year certificate that can be extended up to three years.

To extend an out-of-state beyond one year, the applicant must satisfy the additional requirements within the indicated time period described below:

To extend the one-year certificate for an additional year, the applicant must:

- Obtain passing scores on an approved [Basic Competency Exam](#)

To extend a two-year certificate for an additional year, the applicant must:

- Complete three semester hours of an [approved Alaska studies course](#); and
- Complete three semester hours of an [approved Alaska multicultural course](#).

**~NOTE: An Initial certificate is extendable for up to three years as described above; it is not renewable. A one-year teaching certificate may be issued for applicants who have not yet met the testing requirement, but hold a current, valid teaching certificate in another state. E-mail Teacher Certification at [tcwebmail@alaska.gov](mailto:tcwebmail@alaska.gov) for details and further qualifications for this certificate.**

FAQs: <https://education.alaska.gov/FAQ/TeacherCertification/Search?searchTerm=out+of+state>  
*Contact Information:*

Alaska Department of Education & Early Development  
ATTN: Teacher Certification  
801 West 10th Street, Suite 200  
P.O. Box 110500  
Juneau, AK 99811-0500  
<https://education.alaska.gov/TeacherCertification>

## **Arkansas**

Applicants should look here for beginning information on Licensure by Reciprocity:  
<http://www.arkansased.gov/divisions/educator%20effectiveness/educator-licensure/licensure-by-reciprocity>

What beginning steps must I take to apply for Reciprocity?

Request a Reciprocity packet from ADE [ade.educatorlicensure@arkansas.gov](mailto:ade.educatorlicensure@arkansas.gov)

Submit completed packet:

- a. [Application](#) (PDF)
- b. Official Transcripts
- c. Copy of current or expired out of state educator's license
- d. Verification of one of the following if application:
  - i. Any basic skills, content area, and pedagogy testing required for the out of state license
  - ii. Documentation of three years licensed teaching experience
  - iii. National Board of Professional Teaching Standards certification

*Contact Information:*

Office of Educator Licensure  
Arkansas Department of Education  
Four Capitol Mall, Room 106-B  
Little Rock, AR 72201  
Phone: 501-682-4342  
Fax: 501-682-4898  
<http://www.arkansased.gov/>

## **Arizona**

Applicants looking for a Reciprocal License may visit for information and FAQs:  
<http://www.azed.gov/educator-certification/forms-and-information/reciprocity/>

The following documents should be submitted to apply under Certification Reciprocity:

- An [Application for Certification](#)
- A photocopy of your valid [Arizona Department of Safety Identity Verified Prints \(IVP\)](#) fingerprint clearance card.
- A photocopy of your valid, comparable out-of-state educator certificate.

Your official transcripts or foreign credential evaluation.  
The appropriate fee (\$60 per certificate, endorsement, or additional approved area requested).

If the applicant is looking to transfer a Provisional license to a Standard, please complete this form: <https://cms.azed.gov/home/GetDocumentFile?id=598a8d483217e10ce0664857>

*Contact Information:*

ADE – Certification

P.O. Box 6490

Phoenix, Arizona 85005-6490

By E-Mail: [certification@azed.gov](mailto:certification@azed.gov)

By Phone: 602-542-4367

<http://www.azed.gov/>

## **California**

All applicants should begin by looking here: <https://www.ctc.ca.gov/credentials/out-of-state-app>

Minimum Requirements for a Reciprocal License in Elementary or High School:

To qualify for this credential based on out-of-state preparation, you must submit the following minimum requirements:

1. Application Form ([41-4](#)) and [processing fee](#).  
See the [application instructions](#) to be sure the form is properly filled out.
2. Official transcripts verifying your Bachelor's degree (and any additional higher degrees).  
The transcripts must be the original college issued documents, not photocopies, but they do not have to be sealed in the original envelope.
3. A copy of your professional-level out-of-state teaching license authorizing secondary school teaching.  
Be sure to include a copy of the back of the document if the back has any licensing information or authorizations printed on it.
4. Evidence of fingerprint processing.  
See [Credential Leaflet CL-271](#) regarding fingerprint requirements.

For Middle School:

California does not issue credentials specifically for teaching in middle schools. A middle school position may require either a Multiple Subject Teaching Credential or a Single Subject Teaching Credential. Educators prepared in other states who are certified ONLY in a middle school setting have the option to choose to apply for California certification in either [Multiple](#) or [Single](#) subjects.

For out-of-state prepared educators who are dually certified in both middle school and another setting (elementary or secondary/high school), you may only apply for the comparable area of certification in either [elementary](#) or [secondary/high school](#) certification. (Look above)

*Contact Information:*

Commission on Teacher Credentialing

1900 Capitol Avenue

Sacramento, CA 95811-4213

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)

Credential FAQs: [General Questions](#)

Phone: (916) 322-4974, Option 1 - (M-F 12:30 PM to 4:30 PM)

<http://www.ca.gov/>

## **Colorado**

Applicants should begin here: <https://www.cde.state.co.us/cdeprof/coloradoreciprocity>

Important: Educator licenses do not “transfer” to Colorado across state lines. While the term "reciprocity" is often used when discussing state licensure, any holder of an educator license issued by another state, including a professional license of any kind, must meet or exceed Colorado’s requirements for the license and/or endorsement area(s) sought.

There is no guarantee that an applicant will receive a Colorado-issued license **or** that an applicant will receive all of the endorsements issued by the other state. Colorado issues licenses based on the applicants’ content area(s) of initial preparation, if we issue a comparable or equivalent endorsement. (If not, we certainly will work with you to determine the appropriate content area(s).) Other endorsements may be added upon application and meeting the requirements for each.

### **So what do I need to do?**

Select the type of license or authorization you wish to receive from the [list of application types](#). Follow the checklist and obtain copies of **all** documentation listed. For licenses, this will include a completed approved program verification form and

copies of official transcripts for all college- or university-level coursework.

**Please be sure to review the following pages, too:**

- [Out-of-State Endorsement FAQ](#)
- [Out-of-State/Country License-holder Checklist](#)

*Contact Information:*

**Educator Talent - Licensing Office**

6000 E Evans Ave  
Building #2, Suite 100  
Denver, CO 80222

[CDELicensing@cde.state.co.us](mailto:CDELicensing@cde.state.co.us)

**Phone:** 303-866-6628

**Fax:** 303-866-6722

<https://www.cde.state.co.us/>

## **Connecticut**

Applicants looking for Reciprocal licensure should begin here, on page 3: <http://portal.ct.gov/-/media/SDE/Certification/guides/obtaining1109aw.pdf?la=en>

Applicants will need:

1. Online application via CECS or paper [ED 170 General Application](#).
2. Application fee of \$50 (Visa, MasterCard, or Discover Card only if applying online. Money order, certified bank check or cashier's check, payable to the "Treasurer, State of Connecticut" if submitting payment by mail.) This fee is nonrefundable. Applicants will be advised of a certification fee balance after evaluation of their application.
3. Official transcripts of all postsecondary coursework completed, including original transcripts if coursework has been transferred. Official transcripts must include the embossed or color seal of the college or university issuing them.
4. [ED 126 Statement of Successful Professional Experience](#), verifying teaching/service in out-of-state public schools or approved nonpublic schools, if applicable. NOTE: The superintendent of the school district or diocese or headmaster of an independent school must sign this form. If the service was completed in a public school, you must include a copy of the certificate or permit authorizing each year of employment.
5. Copy of valid out-of-state certificates/licenses authorizing all years of service indicated on ED 126. Be sure to submit a photocopy of the front and back and a key to any certification codes on the certificate.

6. [ED 125 Statement of Preparing Higher Education Institution](#), including the embossed or color seal of the college or university and the original signature of the certification officer or dean.

*Contact Information:*

Bureau of Educator Standards and Certification Connecticut State Department of Education

P.O. Box 150471

Hartford, CT 06115-0471

860-713-6969

860-713-7017 (fax)

[teacher.cert@ct.gov](mailto:teacher.cert@ct.gov) (Responses by e-mail may take up to 2 weeks)

<http://portal.ct.gov/SDE>

## **Delaware**

If you are an educator who holds licensure in another state and wishes to apply for a Delaware License, you will need to register and apply online for Delaware licensure and certification. The License allows you to teach in Delaware, and the Certificate identifies the subject(s) you may teach.

Applying for Delaware licensure and certification is a two-step process, in that you must hold both a License and at least one Certificate. The License authorizes you to work in a Delaware public/charter school, and the Certificate(s) identifies the area(s) in which you are authorized to teach.

For more information on next steps, Applicants can go here:

<https://www.doe.k12.de.us/site/Default.aspx?PageID=3504>

Out of State Document Requirements:

The following items must be sent. To ensure speedy processing, please ensure that you follow the [documentation guidelines for submission](#).

- Official Transcript(s).
  - Send official (unopened) transcripts for all degrees and coursework directly to the Delaware Department of Education.
  - DOE can only accept transcripts from regionally accredited colleges and universities as detailed in [Higher Education](#).
- Student Teaching on an official transcript.
- Copy of current and valid out-of-state license, if applicable. Expired licenses are not reciprocal.
  - An educator with less than four years of licensed teaching experience needs to apply for an [Initial License](#).

- [Form E \(Verification of Teaching Experience\)](#) - if you have held a full-time (non-substitute) K-12 teaching position in a school other than a Delaware public or charter school.
  - Form E must be completed by the school or the personnel office of the school or district where the experience was obtained and the section listing verification of successful evaluations must be completed and checked-off.
- Test scores should be forwarded to the Delaware Department of Education electronically upon your request.
  - For certificates requiring Praxis II, [Educational Testing Service \(ETS\)](#) administers the Praxis tests. Please use Delaware Department of Education's Reporting Code of R7065.
  - For certificates requiring American Council on the Teaching of Foreign Languages (ACTFL), [Language Testing International](#) administers the ACTFL tests.
  - For submitting passing scores for the [Performance Assessment, Educational Testing Service \(ETS\)](#) administers the PPAT; and [Pearson](#) administers the edTPA.
    - An approved Performance Assessment will need to be passed within two years upon employment in a Delaware public or charter school. If and educator has more than one year but less than four years of valid licensed teaching experience, the educator will need to apply for an Initial License and will not be required to pass a Performance Assessment. Proof of the valid teaching experience will be required by completing [Form E \(Verification of Teaching Experience\)](#). Only educators with less than one year of valid teaching experience will need to complete the Performance Assessment.
    - The following certification areas are exempt and are not required to pass a Performance Assessment: Elementary School Counselor, Secondary School Counselor, Driver Education and Traffic Safety Education Teacher, School Nurse, School Psychologist and School Social Worker.

*Contact Information:*

Delaware Department of Education  
 Licensure & Certification  
 Collette Education Resource Center  
 35 Commerce Way, Suite 1  
 Dover, DE 19904  
 302-857-3388

[deeds@doe.k12.de.us](mailto:deeds@doe.k12.de.us)

<https://www.doe.k12.de.us/Educator>

## **Florida**



Florida has two reciprocity routes for certified teachers and administrators to qualify for our Professional Certificate.

### **Route 1: Valid Standard Certificate Issued by a State Other than Florida**

- The certificate shall be the valid standard educator's certificate issued by that state which is comparable to a Florida Professional Certificate, and
- Be issued in a subject comparable to a Florida certification subject, and
- Require the same or higher level of training required for certification in that subject in Florida, and
- The certificate must be currently valid (not expired or revoked).

### **Route 2: Certificate Issued by the National Board for Professional Teaching Standards (NBPTS)**

- The NBPTS certificate must be currently valid.
- The Florida certificate will reflect the Florida subject considered comparable to the NBPTS subject.

**Begin your steps towards certification here:**

<http://www.fldoe.org/teaching/certification/pathways-routes/certified-teacher-or-administrator.stml>

#### *Contact Information:*

Florida Department of Education  
Bureau of Educator Certification  
Suite 201, Turlington Building  
325 West Gaines Street  
Tallahassee, Florida 32399-0400  
800-445-6739  
<http://www.fldoe.org/EdCert/>

## **Georgia**

Georgia will accept some teaching credentials from the following states. Contact the Georgia Professional Standards Commission to inquire about your specific situation. Please see their interstate reciprocity site for more information and next steps:

<https://www.gapsc.com/MovetoGeorgia/outOfStateEducators.aspx>

For all questions about Out of State teachers moving to Georgia, please visit:

<https://www.gapsc.com/MoveToGeorgia/MoveToGeorgia.aspx>

#### *Contact Information:*

Georgia Professional Standards Commission  
200 Piedmont Avenue SE  
Suite 1702, West Tower  
Atlanta, GA 30334-9032  
**404-232-2500** - Metro Atlanta and Long Distance Line  
**800-869-7775** - Toll Free Outside the Metro Atlanta Area

[mail@gapsc.com](mailto:mail@gapsc.com)

<https://www.gapsc.com/Home.aspx>

## **Hawaii**

Hawaii recognizes reciprocity, but requires all teachers to apply for a Provisional License (nonrenewable). For next steps and FAQs, please visit:

<https://hawaiiteacherstandardsboard.org/content/wp-content/uploads/HSB-Licensure-Guide-2017.pdf>

### *Contact Information:*

Hawaii Teacher Standards Board

650 Iwilei Road, Suite 201

Honolulu, HI 96817

808-586-2600

Fax: 808-586-2606

Email: [htsb@hawaii.gov](mailto:htsb@hawaii.gov)

<https://hawaiiteacherstandardsboard.org/>

## **Idaho**

**You are going to need a packet. Link to website:** <http://www.sde.idaho.gov/cert-psc/cert/apply/out-of-state.html>

It is the responsibility of the applicant to have all required certification materials submitted together **in one packet**. An applicant who carefully prepares their application packet using the following guidelines will receive their certificate/credential in the least amount of time. An application will not be evaluated until all materials have been received.

1. Completed and signed application [Form B1](#).
2. Application Fee.

- The fee is \$75.00.
- Checks and money orders are to be made payable to the State Department of Education. Credit Cards are not accepted at this time. Payment is non-refundable. Cash in the exact amount will be accepted for walk-ins.

3. Completed Idaho State Department of Education fingerprint card. For information regarding the fingerprinting process visit the [Background Investigation Check page](#)

4. Copy of your current, valid certificate

- The certificate must have a visible, valid time period.
- A copy of a current, valid out-of-state certificate is required if you did not complete an NCATE-, TEAC- or CAEP-approved certification program in the last 2 years. If you completed an NCATE-, TEAC- or CAEP-approved certification program in the last 2 years, an Institutional Recommendation (form available under Resource Files below) will be accepted in place of the out-of-state certificate.

- If your state does not issue hard copy certificates, include a copy printed from its website verifying your certification. This copy does not need to be notarized.

#### 5. Official transcripts from all colleges or universities attended

- All transcripts need to be included with your application packet.
- Grade reports, faxed material, copies, placement files or other unofficial transcripts are not acceptable for certification.
- Official transcripts may be opened by the applicant as long as they are printed on the institution's original security paper.
- If you are requesting that your university send your electronic transcripts directly to us, please note that on your application and put in the transcript request after we have received your application.

#### 6. Official PRAXIS II assessment score sheet

- PRAXIS II scores are only required for applications for Standard Elementary, Standard Secondary, Standard Exceptional Child, and Early Childhood/Early Childhood Special Education certificates.
  - PRAXIS scores are not needed for administrators or pupil personnel services.
  - The PRAXIS II requirement may be waived if the out-of-state candidate can provide verification of a content mastery through a master's degree in the specific content area or verification of a current National Board for Professional Teaching Standards Certificate in the specific content area.
  - If you have taken content testing other than PRAXIS to obtain your out-of-state certificate, please include a photocopy of the score sheets, as that testing may possibly be accepted in place of PRAXIS testing.
- [Form B1 – Initial/Reinstatement/Revision or Interim Certificate/Credential](#)
  - [Form B6 – Professional Experience Report](#)
  - [Institutional Recommendation for an Idaho Education Credential Form](#)

#### **Mail the packet, and materials, here:**

State Department of Education  
Teacher Certification  
PO Box 83720  
Boise, Idaho 83720-0027

#### *Contact Information:*

Idaho State Department of Education  
650 West State Street  
Boise, ID 83702  
(208) 332-6800  
(208) 334-2228  
[info@sde.idaho.gov](mailto:info@sde.idaho.gov)  
<http://www.sde.idaho.gov/>

## **Indiana**

Indiana's process for applying reciprocity to out-of-state license holders changed in 2016, making the process much easier. If you hold a valid out-of-state license and have completed an NCATE/CAEP accredited or state approved teacher preparation program in another state and want to obtain an Indiana teaching license, or if you are from another state and do not hold a teaching license but would like to obtain an Indiana teaching license, there are licensure paths available for you.

Please note, however, that Indiana requires an applicant to pass a content (subject matter) licensure test in every content area that will appear on the Indiana license issued. In content areas in which you have not passed a test, you may be eligible for a one-year temporary reciprocal permit if you hold a valid out-of-state license, on which you may teach while meeting Indiana's testing requirements. Eligibility for the reciprocal permit means that both some of the Indiana requirements for licensure have been met and one holds a valid (unexpired) out-of-state license. Reciprocity does not obligate Indiana to waive certain deficiencies, nor to exempt individuals from requirements set forth by Indiana administrative law/rule.

Also, there are seven licensure content areas which cannot be added to an Indiana license or transferred from an out-of-state license if the way that content area was obtained was through testing alone. In these seven areas, completion of an approved program of coursework is required in addition to testing. These areas are: English Learners, Exceptional Needs, Communication Disorders, Elementary Generalist, Early Childhood Generalist, High Ability and Fine Arts (visual art, music, theater). If you were issued a license in another state in one or more of these seven areas through testing alone and you have not completed a program of coursework in the content area, you may be eligible for a temporary reciprocal permit on which you can teach while you meet Indiana's coursework requirements.

Indiana also requires all applicants to complete CPR/Heimlich/AED training, including hands-on skill practice on a mannequin in person with an instructor and suicide prevention training. Depending on your application path and type of Indiana license being issued the timing of these required trainings varies, but you may be required to complete these trainings in order to submit your application.

For Step-by-step instructions on how to create an account in our online license application system called LVIS and to apply using the application option that best meets your circumstances and for all required documentation, please visit: <https://www.doe.in.gov/licensing/teacher#OutState>

For information on the Pearson Content Tests, please visit:  
[http://www.in.nesinc.com/PageView.aspx?f=GEN\\_Tests.html](http://www.in.nesinc.com/PageView.aspx?f=GEN_Tests.html)

*Contact Information:*

Office of Educator Licensing & Development  
Indiana Department of Education  
115 W Washington St #600, Indianapolis, IN 46204  
(317) 232-9010  
[licensinghelp@doe.in.gov](mailto:licensinghelp@doe.in.gov)

## Iowa

In order to be eligible for an Iowa teaching license, applicants must meet the following requirements:

- Graduates from Iowa institutions:
  - Baccalaureate degree from a regionally-accredited institution.
  - Completion of a state-approved teacher preparation program in Iowa, including the required assessments.
  - Recommendation for licensure from the designated recommending official where the program was completed.
- Graduates from non-Iowa institutions:
  - Baccalaureate degree from a regionally-accredited institution.
  - Completion of a state-approved teacher preparation program, including the coursework requirements for a content area teaching endorsement, coursework in pedagogy, and a student teaching (or internship) placement. These requirements must be completed for college semester hour credit through a regionally-accredited institution.
  - Recommendation for licensure from the designated recommending official where the program was completed.
  - Valid or expired license from another state.
  - Completion of the required Iowa assessments. The assessments are not required if the applicant completed their teacher preparation program prior to January 1, 2013, or if the applicant has three years or more teaching experience on a valid license in another state. Assessment requirements can be found on the [Department of Education Practitioner Preparation & Teacher Education page](#).
  - Applicants who have completed a non-traditional program may or may not be eligible for licensure in Iowa. Please contact a consultant for more information.

For more information on obtaining an Iowa teaching license, beginning with the Initial license, please visit: <http://www.boee.iowa.gov/require.html>

Then, proceed to <http://www.boee.iowa.gov/licensure/new/teach.html> to begin the application! Be sure you know what licenses you already have. Do not apply for a new license if you should renew instead. **Check your expiration date!** BoEE administrative rule 282-20.3(6) states that a license may only be renewed less than one year before it expires. If we receive the application too early, the application will not be processed and the fee will not be refunded. 282—20.3 (272) Renewal of licenses. 20.3(6) Timely renewal. A license may only be renewed less than one year before it expires.

### *Contact Information:*

[Board of Educational Examiners](#)  
[Grimes State Office Building](#)  
[400 East 14th St.](#)  
[Des Moines, Iowa 50319-0147](#)

Teacher Licensure – Prepared at out of state college for PK & Elementary	Dr. Linda Espey	<a href="mailto:linda.espey@iowa.gov">linda.espey@iowa.gov</a>	515-725-2146
Teacher Licensure – Prepared at out of state college for Secondary areas	David Wempen	<a href="mailto:david.wempen@iowa.gov">david.wempen@iowa.gov</a>	515-281-3605

## **Kansas**

### **Form 2 Initial Out-of-State**

- Regulations provide a number of licensing options to guarantee access to start teaching to all applicants who hold a valid full or standard out-of-state license or certificate issued after the successful completion of a state approved preparation program.
- It is critical to provide all requested documentation. If additional documentation is required, you will be notified in writing.
- Information for future renewing or upgrading of the Kansas license will be printed on the license and included on information sheets provided with the license.

### **Requirements for a Kansas Teaching License:**

1. Bachelors degree - awarded by a regionally accredited institution
2. Teacher preparation program successfully completed
3. Valid out-of-state teaching license
4. Fingerprint - background clearance
5. "Recency" - one year of teaching experience or eight semester credit hours completed within the last six years
6. Content and Pedagogy testing requirements OR exempted by accepting out-of-state tests or experience

**If this is your first Kansas license, you will also need to Order a Fingerprint Card and Instructions:**

<http://www.ksde.org/Agency/Division-of-Learning-Services/Teacher-Licensure-and-Accreditation/Licensure/Fingerprint-Card-Order-Form>

**Out of State Application available here:**

<http://www.ksde.org/Agency/Division-of-Learning-Services/Teacher-Licensure-and-Accreditation/Licensure/License-Application/Form-2-Out-of-State>

*Contact Information:*

900 SW Jackson St, Topeka, KS 66612

**Licensure Operator**

785-296-2288

<http://www.ksde.org/Agency/Division-of-Learning-Services/Teacher-Licensure-and-Accreditation>

## **Kentucky**

Candidates trained outside of Kentucky must:

- Complete a [CA-1 paper application](#). Forward this application to your college for the completion of Section IV on page 5 of the [CA-1 paper application](#);
- Provide official transcripts of all undergraduate and graduate coursework;
- Supply verification by the Superintendent or Personnel Director of full-time classroom teaching experience at the appropriate grade level(s) (Section 2 of [CA-1](#)), if you have out-of-state teaching experience;
- Pass [Praxis II Specialty Area](#) tests for EACH area of certification (if less than two years of appropriate full-time teaching experience) and the Principles of Learning and Teaching test score for appropriate grade range; and
- Make the appropriate payment through [ePay](#) online payment service for [certification fees](#). Please note that any other forms of payment are not accepted and will be returned to the applicant.

All paperwork must be submitted to the Division of Certification at the address located in the footer of this page.

*Additional Information:* Out-of-state applicants must have completed a state approved teacher preparation program at a regionally accredited educator preparation institution or a **state-approved alternative training program**. In addition, candidates must comply with the state ancillary requirements such as GPA, testing and internship.

Out-of-state applicants who hold a valid certificate and have completed two (2) years of teaching in the subject area and grade level on their certificate will be waived of the current testing requirements.

For more information, please visit: <http://www.epsb.ky.gov/mod/page/view.php?id=30>

*Contact Information:*

Education Professional Standards Board  
 100 Airport Road ~ 3rd Floor ~ Frankfort, Kentucky 40601  
 Phone: (502) 564-4606 ~ Fax: (502) 564-7080 ~ Toll Free: (888) 598-7667  
[epsbhelp@ky.gov](mailto:epsbhelp@ky.gov)

<http://www.epsb.ky.gov/>


<https://education.ky.gov/teachers/NxGenProf/Pages/Certification.aspx>

## **Louisiana**

### **Out of State Application**

Louisiana offers two types of teaching certificates to applicants holding a standard out-of-state teaching certificate. Both are valid certificates and make the holder eligible for a teaching assignment in a

Louisiana classroom. The certificate that is issued to the applicant depends on whether or not the applicant has met Louisiana's Praxis and/or NTE testing requirements. 1. Level 1 (LV1) Professional Certificate is a standard, three-year Louisiana teaching certificate that authorizes certification for the levels or subjects available in Louisiana and that are consistent with those currently on the applicant's Out-of-State teaching certificate. A Level 1 certificate is issued to individuals who have completed the Louisiana PRAXIS and/or NTE requirements. 2. Out-of-State (OS) Certificate is a standard, three-year, non-renewable Louisiana teaching certificate that authorizes certification for the levels or subjects available in Louisiana and that are consistent with those currently on the applicant's Out-of-State teaching certificate. An Out-of- State (OS) certificate is issued to individuals who have not met Louisiana's PRAXIS and/or NTE requirements. A letter of eligibility for Out-of-State certification will be issued to individuals who meet requirements as described above. The OS certificate will be issued upon employment as a teacher of record per the request of the Louisiana employing school system. Louisiana employing school systems have been informed that a letter of eligibility issued by the Division of Educator Licensure is sufficient to identify you as being eligible for employment and receipt of a certificate upon their request.

[Out of State Application](#) ( PDF)

### **Out of State Administrative Application**

Louisiana offers three types of administrative certificates to applicants holding out-of-state educational leader licenses. All three allow the individual to hold administrative assignments in a Louisiana school district. 1. Out-of-State Principal Level 1 (OSP1) certificate is a standard, three-year, non-renewable Louisiana certificate issued to an individual who holds out-of-state certification as a principal (or comparable educational leader certificate) and has not met Louisiana 's Praxis and/or NTE requirements. It authorizes the individual to serve as a principal in a Louisiana public school system, and is issued when the individual anticipates immediate administrative employment in a Louisiana public school system.

2. Out-of-State Principal Level 2 (OSP2) certificate is valid for five years and is renewable every five years, based upon successful completion and verification of required continuing learning units. It authorizes the individual to serve as a principal in a Louisiana public school system and is issued when the individual anticipates immediate administrative employment in a Louisiana public school system.

3. Out-of-State Superintendent (OSS) certificate is valid only for the employing Louisiana public school district requesting its issuance. It is valid for five years from date of first appointment as a superintendent and is renewable every five years.

[Out of State Administrative Application](#) ( PDF)

#### *Contact Information:*

**LA Department of Education**  
Division of Educator Licensure  
P. O. Box 94064  
Baton Rouge, LA 70804-9064



Email: <https://www.louisianabelieves.com/resources/ask-ldoe>

Phone Toll Free: 1-877-453-2721

<https://www.teachlouisiana.net/Teachers.aspx?PageID=12311129>

## **Maine**

The Maine DOE must certify every teacher in the state before he or she is able to start working in the classroom.

**To apply for initial certification evaluation, please follow the seven steps below.**

1. [Complete and sign application](#)
2. [Enclose all official transcripts](#)
3. [Include additional documentation, if necessary](#)
4. [Enclose appropriate non-refundable fees](#)
5. [Enclose explanation of application questions to which you answered "yes"](#)
6. [Include examination scores, if applicable](#)
7. [Submit application](#)

You may receive an evaluation for a certificate before having your fingerprints taken. However, prior to being issued any type of Maine certification, you must have your fingerprints taken through a process approved by the Maine Department of Education. [Please visit our Fingerprinting web page for more information.](#)

**For more information:** <http://www.maine.gov/doe/cert/initial/application/index.html#app>

### **Contact Information:**

State of Maine Department of Education

Certification Office

23 State House Station

Augusta, ME 04333-0023

207-624-6603

Fax: 207-624-6604

Email: [cert.doe@maine.gov](mailto:cert.doe@maine.gov)

<http://www.maine.gov/doe/cert/index.html>

## **Maryland**

**Out of State Educator Preparation Program Graduate**

**If you have not already done so, create a [portal account](#)**

**If you have graduated from an out of state educator preparation program and do not have teaching experience or an out of state certificate, please submit the following:**

- Official transcript(s), which must show the degree and date of conferral. Student copies in an unopened mailer are also acceptable.
- [Basic Skills](#) tests scores (teacher applicants only)
- [Content and Pedagogy](#) test scores (if applicable)
- An [initial application](#) for certification
- A cover letter with your name, mailing address, last 4 digits of your social security number, date of birth, personal email address, and the area of certification you are seeking.

Mail your complete packet to the following address:

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

Document may be sent electronically to [certdocuments.msde@maryland.gov](mailto:certdocuments.msde@maryland.gov)

Transcripts must come to this address directly from the Institute of Higher Education or an e-transcript service. Unofficial transcripts will not be accepted.

The Certification Branch will determine your eligibility and notify you via email

*Contact Information:*

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

**410-767-0100 • 1-888-246-0016**

[http://www.marylandpublicschools.org/MSDE/divisions/certification/certification\\_branch/](http://www.marylandpublicschools.org/MSDE/divisions/certification/certification_branch/)

## **Massachusetts**

### What Type of License Should I Apply For?

Out-of-state applicants seeking their first license in the State of Massachusetts could qualify for one of three (3) types of Academic PreK-12 educator licenses: Temporary, Provisional, or Initial. To figure out for which type you should apply for, consider the following:

1. Do you hold a valid comparable license from another state **and** have you worked under it for three (3) years?

If you answered "yes" to this question, **you could qualify for a temporary license**. A temporary license is valid for one (1) calendar year from the date of issuance. This enables out-of-state applicants to seek and obtain employment in the Commonwealth while they work to take and pass all required MTEL tests.

**Please note** that passing all required MTEL tests or failed MTEL results will not qualify you for the temporary license.

2. Do you hold a valid comparable license from another state **and** have you worked under it for three (3) out-of-the-past-seven (7)-years **or** have you completed one (1) of the following:
  1. A 'traditional' higher education state/jurisdiction-approved educator preparation program outside of Massachusetts?
  2. A state/jurisdiction approved 'alternative/non-traditional' educator preparation program and possess the equivalent of an initial license from that state/jurisdiction?
  3. An educator preparation program sponsored by a college or university outside of Massachusetts that has been accredited by one of the following: the National Council for Accreditation of Teacher Education (NCATE), the Teacher Education Accreditation Council (TEAC), or the Council for the Accreditation of Educator Preparation ([CAEP](#))

If you answered "yes" to any of these questions, **you could qualify for an initial license** through the National Association of State Directors of Teacher Education and Certification ([NASDTEC](#)) Interstate Agreement. Massachusetts participates with every state and the District of Columbia through the NASDTEC Interstate Agreement for almost every license issued by the ESE Office of Educator Licensure. An initial license is valid for five (5) years of employment from the date of issuance in the State of Massachusetts.

Please note that additional requirements may apply to this type of license and could include but may not be limited to:

- Passing all required [MTEL](#) tests
- Earning the [Sheltered English Immersion Endorsements \(SEI\)](#) – required for the following Academic PreK-12 licenses:
  - Academic Teacher: early childhood and elementary teachers, teachers of students with moderate disabilities, teachers of severe disabilities, and teachers of the following academic subjects: English, reading or language arts, mathematics, science, civics and government, economics, history, and geography
  - Academic Administrator - principal/assistant principal, or supervisor/director

Massachusetts does not include the following licenses within the NASDTEC agreement: school psychologist, school nurse, or the speech, language, and hearing disorders teacher specialist.

3. Have you completed all of the requirements in the previous question (#2) but do not hold the SEI endorsement? **You may qualify for a Provisional license**. The provisional license is good for five (5) years of employment.
4. Did you get your Bachelor's and/or Master's degree from a DESE recognized accredited organization? To find out if your College or University is accredited by any of the DESE recognized organizations you can contact your institution directly or conduct a search yourself using the databases of the [national accrediting organizations](#) that are recognized by DESE.

For more information and next steps, please visit: <http://www.doe.mass.edu/licensure/out-state-applicants.html>

How to Become an Educator in Massachusetts: <http://www.doe.mass.edu/licensure/become-educator.html>

For licensure requirement tools, please visit:

<https://gateway.edu.state.ma.us/elar/licensurehelp/LicenseRequirementsCriteriaPageControl.ser>

*Contact Information:*

Massachusetts Department of Elementary and Secondary Education

75 Pleasant Street, Malden, MA 02148-4906

Voice: (781) 338-3000

TTY: (800) 439-2370

<http://www.doe.mass.edu/licensure/>

## **Michigan**

### Out-of-State Applicants

Michigan has signed an Interstate Compact Agreement (ICA) with every state agreeing to accept out-of-state teacher preparation programs and teaching certificates on a reciprocal basis for initial certification. However, the terms of the agreement address both traditional teacher preparation programs and alternative route teacher certification programs and each certificate and/or program must be evaluated under the terms of this agreement.

Out-of-state certification programs and credentials may differ from Michigan programs and credentials; however, under the ICA, the Department attempts to match out-of-state certificates, grade levels and content endorsements, as closely as possible. To determine reciprocity under the ICA, an evaluation must be completed.

For this to happen, an application must be submitted using the Michigan Online Educator Certification System (MOECS). MOECS will determine the certificate type (provisional or professional) being applied for based on answers to the application questions. Accurate responses and supporting documentation are required. Reciprocity notwithstanding, Michigan certification is not guaranteed and ancillary state requirements exist in Michigan law (e.g., testing).

For more information and next steps, please visit:

[https://www.michigan.gov/documents/mde/Out\\_of\\_State\\_Applicants\\_534635\\_7.pdf](https://www.michigan.gov/documents/mde/Out_of_State_Applicants_534635_7.pdf)

**Contact Information:**  
608 W. Allegan Street  
P.O. Box 30008  
Lansing, MI 48909

For general certification questions and support on the **Michigan Online Educator Certification System (MOECS)**, please e-mail our support desk at [MOECSSUPPORT@MICHIGAN.GOV](mailto:MOECSSUPPORT@MICHIGAN.GOV) or call our support desk at: **517-373-3310**.

[https://www.michigan.gov/mde/0,4615,7-140-5683\\_14795---,00.html](https://www.michigan.gov/mde/0,4615,7-140-5683_14795---,00.html)

## **Minnesota**

### Out-of-State Applicants

- [Foreign Credential Evaluation](#): Information on evaluation services for individuals trained outside of the United States or its territories.
- [Minnesota Teacher Licensure Testing Information](#)
- [Human Relations Requirements](#)

**Tiered Licensure:** On July 1, 2018, statute requires that all out-of-state teachers pass board-adopted content and pedagogy exams prior to receiving a Tier 3 license. An out-of-state teacher may apply for a Tier 2 license prior to passing exams if they are offered a position by a district.

A teacher who completes a teacher preparation outside of Minnesota can receive a Tier 3 license if the preparation program had field-specific student teaching equivalent to Minnesota requirements of 12 weeks for initial licensure *and* passing content and pedagogy exams.

A teacher who is has a professional license from another state can receive a **Tier 3 license** if the license is “in good standing” and the teacher has two years of teaching experience.

Next Steps can be found here: <https://mn.gov/pelsb/current-educators/requirements/>

**Link to More Information with PDF:** <http://minncan.org/wp-content/uploads/sites/2/2016/05/guide-out-of-state-teachers-minnesota.pdf>

### **Contact Information:**

Professional Educator Licensing and Standards Board  
1500 Highway 36 West, Suite 300  
Roseville, MN 55113-4055  
[pelsb@state.mn.us](mailto:pelsb@state.mn.us)  
651-539-4200

## Mississippi

**Q:** I am licensed in another state and would like to obtain a Mississippi license, how can I go about that process?

**A:** Please submit the following:

a valid, standard out-of-state license  
original documentation of any assessment(s) required for licensing official, sealed transcripts  
application  
The application for reciprocity can be submitted online by creating an ELMS account (<http://www.mde.k12.ms.us/OEL/LA>) or returning a paper application with the rest of your documents).

(FAQs: <http://www.mde.k12.ms.us/OEL/faqs>)

Application information is here: <http://www.mde.k12.ms.us/OEL/LA>

Licensure instructions can be found here: <http://www.mde.k12.ms.us/docs/educator-licensure/licensure-application-packet-k-12-updated-2018-05.pdf?sfvrsn=0>

### *Contact Information:*

Mississippi Department of Education  
Office of Educator Licensure  
P.O. Box 771  
Jackson, MS 39205-0771  
601-359-3483

<http://www.mde.k12.ms.us/OEL>

## Missouri

### **You have completed a teacher preparation program from another state and wish to become certified in Missouri**

An applicant who completed a teacher education program in another state and who possesses a valid professional certificate in that state may be granted a Missouri certificate in an area most closely aligned to the certification if Missouri issues such certificate. If an educator is completing or has completed a teacher education program in another state (either on campus or online), it would be beneficial to obtain that state's certificate whether one plans to reside in that state or not. In most cases, a Missouri certificate is issued with no further coursework or test requirements. If an area of certification is not equivalent, an educator may be evaluated based upon Missouri's current requirements for the most closely aligned certificate.

- Complete the online [Non-Missouri Graduate](#) application.

- Submit remaining items on the [Non-Missouri Graduate Application Checklist](#) in one packet to: Educator Certification, PO Box 480, Jefferson City, MO 65102. We do not accept faxed or emailed application materials.
- If you have out-of-state teaching experience, you will need to complete the [Verification of Teaching Experience form](#).
- As noted within the checklist, if your out-of-state professional certificates have expired, or if you never held an out-of-state certificate, you must provide an institutional recommendation from the certification officer at the college or university where you completed your initial teacher education program. The recommendation form can be downloaded by clicking on the appropriate button when completing the online Non-Missouri Graduate Application. The form should be mailed back to you to be included in your packet. Educator Certification will evaluate your transcripts based on current Missouri requirements and does not guarantee immediate issuance of a Missouri certificate. All evaluations will be posted at the Certificate Status link located on your Profile Page in the [Educator Certification System](#).

For more information, please visit: <https://dese.mo.gov/educator-quality/certification/become-certified-teacher#holdoutofstatecertificate>

*Contact Information:*  
**Educator Certification**

**P.O. Box 480**

**Jefferson City, MO 65102-0480**

**Phone - 573-751-0051**

[certification@dese.mo.gov](mailto:certification@dese.mo.gov)  
<https://dese.mo.gov/educator-quality/certification>

## **Montana**

There are **three** pathways to meeting Montana's requirements for **Class 1 licensure** (per Administrative Rules of Montana 10.57.410 and 10.57.411). **One** of the following must be met:

- Completion of an educator preparation program which is accredited by NCATE, CAEP, MACTE or is a state approved program from a regionally accredited college or university AND completion of student teaching or a supervised teaching experience through an educator preparation program. OR
- Completion of a National Board Certification program. OR
- Completion of a non-traditional teaching program with five (5) successful years of teaching experience, along with a current, standard, unrestricted out-of-state educator license.

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**Additionally, each of the following must be met prior to licensure:**

1. Completion and verification of a master's degree in education or an endorsable area, OR, certification by the National Board for Professional Teaching Standards AND
2. Verification of the Montana required Praxis test score(s) meeting Montana standards for your endorsement area(s). [Click here for PRAXIS information](#) AND

3. Completion and verification of the free, online course: [An Introduction to Indian Education for All in Montana](#)  
AND
4. Verification of successful teaching experience while appropriately licensed and assigned:
  - 3 years for applicants who completed a traditional educator preparation program
  - 5 years for applicants who completed a non-traditional educator preparation program

For more information, please visit: <https://opi.mt.gov/ClassOnePTL>

*Contact Information:*

Montana Office of Public Instruction

Attn. Educator Licensure

PO Box 202501

Helena, MT 59620

[cert@mt.gov](mailto:cert@mt.gov)

406-444-3150

<https://opi.mt.gov/Educators/Licensure/Become-a-Licensed-Montana-Educator>

## **Nebraska**

**Certification Interactive Information site:**

[https://dc2.education.ne.gov/tc\\_interactive\\_teaching2/welcome.aspx](https://dc2.education.ne.gov/tc_interactive_teaching2/welcome.aspx)

**Nebraska DOE Certification site:** <https://www.education.ne.gov/tcert/>

*Contact Information:*

Kevin Peters (certification): [kevin.peters@nebraska.gov](mailto:kevin.peters@nebraska.gov)

301 Centennial Mall South

P.O. Box 94987

Lincoln, NE 68509-4987

**Phone:**

402-471-2295

**Main Fax:**

402-471-0117

## **Nevada**

The Office of Educator Licensure encourages educators who are currently licensed in other states or US Territories to apply for reciprocal licensure in Nevada. Pursuant to the passage of Assembly Bill 77 during the 2017 Legislative session, most valid and unexpired licenses will directly reciprocate without verification of passing licensure examinations. However, some conditional, provisional, residency,



temporary, or other license types will require additional documentation to determine eligibility.

Any additional documentation needed to determine eligibility for reciprocity will be requested from a Licensing Analyst upon review of your submitted and paid application.

Pursuant to NRS 391.230 and NRS 391.302, you may not be employed by a Nevada school district unless you hold a valid Nevada educator license.

- [Assembly Bill 77 \(external link\)](#)
- [NRS 391.230 \(external link\)](#)
- [NRS 391.302 \(external link\)](#)

Applications and forms can be found here:

[http://www.doe.nv.gov/Educator\\_Licensure/Applications\\_Forms/](http://www.doe.nv.gov/Educator_Licensure/Applications_Forms/)

**Contact Information:**

[license@doe.nv.gov](mailto:license@doe.nv.gov)

[http://www.doe.nv.gov/Educator\\_Licensure/](http://www.doe.nv.gov/Educator_Licensure/)

Carson City Office	Las Vegas Office
755 N. Roop Street #107 Carson City, NV 89701 Phone: 775.687.5980 Fax: 775.687.5978	9890 S. Maryland Pkwy, 2nd Floor Las Vegas, NV 89183 Phone: 702.486.6458 Fax: 702.486.6450

## **New Hampshire**

Application Instruction Sheet:

<https://www.education.nh.gov/certification/documents/alt2memo.pdf>

Reciprocity Information:

[https://www.education.nh.gov/certification/documents/interstate\\_contract.pdf](https://www.education.nh.gov/certification/documents/interstate_contract.pdf)

For information on certification and PDF documents:

<https://www.education.nh.gov/certification/index.htm>

**Contact Information:**

New Hampshire Department of Education  
101 Pleasant Street | Concord, NH | 03301-3494  
Telephone: (603) 271-3494

## **New Jersey**

### **EDUCATIONAL SERVICES CERTIFICATES:**

Any applicant for educational services certification who presents a valid educational services certificate issued by any other state shall, upon payment of the appropriate fee, be issued a New Jersey educational services standard certificate for the equivalent and currently-issued New Jersey endorsement.

If there is no equivalent current New Jersey endorsement, then the provisions of N.J.A.C. 6A:9-13.1 through 13.21 shall apply to interstate reciprocity.

There are three limitations to this rule:

1. If New Jersey has an equivalent endorsement with required subject matter test for the applicant's endorsement, the applicant shall have passed a state subject matter test to receive his or her out-of-State endorsement or else must pass the appropriate New Jersey subject matter test. This limitation shall not apply if the applicant has five years of experience in good standing under the out-of-State certificate. Experience in good standing shall be documented by a letter of experience from the applicant's supervisor or authorized district representative;
2. An applicant for interstate reciprocity for a New Jersey educational services endorsement which requires a residency shall receive a certificate of eligibility or certificate of eligibility with advanced standing as governed by this subchapter; and
3. Applicants for educational services reciprocity must meet all other requirements in this subchapter for State-issued professional licenses or certificates.

For next steps, go here:

<http://www.state.nj.us/education/educators/license/process/OutOfStateLicense.htm>

For updated information about Reciprocity, go here:

<http://www.state.nj.us/education/educators/license/out/reciprocity.htm>

*Contact Information:*

**Office of Licensure & Credentials**

NJ Department of Education, PO Box 500, Trenton, NJ 08625-0500

(609) 376-3500 or use the [Directory of NJDOE offices](#)

<https://www.state.nj.us/education/>

## **New Mexico**

**The Initial Process:**

A complete application packet is the application completely filled out/signed. It includes official transcripts from all universities/colleges attended, and any supporting documentation as listed in the instructions on the application. Please use the check off list included in the application packet to ensure completeness.

**Send to:**

New Mexico  
Public Education Department  
Attn: Licensure  
300 Don Gaspar  
Santa Fe, NM 87501

**Forms available here:** Become certified in New Mexico. Click on a yellow box below and you will find the requirements for an initial license, renewing a license and reciprocating a license. You can apply for multiple licenses by paying the higher price. <https://webnew.ped.state.nm.us/bureaus/licensure/how-to-apply/>

FAQs: <https://webnew.ped.state.nm.us/bureaus/licensure/10967-2/>

4. Do I need to pay the \$75 processing fee for the background check?
  - The \$75 processing fee is an old processing fee. The current processing fee is \$44 and that is paid to Cogent when registering online.
5. How do I get fingerprint cards?
  - Fingerprint cards are only for out of state applicants and can be obtained by sending an email to [ethics@state.nm.us](mailto:ethics@state.nm.us) including a complete name and mailing address.

***Contact Information:*****PHYSICAL ADDRESS**

120 S. Federal Place  
Room 105  
Santa Fe, NM 87501

**MAILING ADDRESS**

New Mexico  
Public Education Department  
Attn: Licensure  
300 Don Gaspar  
Santa Fe, NM 87501

*\*Please mail applications and any documents for your professional licensure to our mailing address.*

### LICENSURE FRONT DESK

Phone: 505-827-1436

Fax: 505-827-1449

<https://webnew.ped.state.nm.us/bureaus/licensure/>

## New York

The options on the site below are **only** for out-of-state applicants interested in the following certification areas:

- Classroom Teacher
- Administrator

The Office of Teaching Initiatives can not determine eligibility for certification until an application has been submitted, and a review of your credentials has been completed


New York State does not pre-approve teacher preparation programs completed in other U.S. States or Territories.

For next steps and more information, please visit:

<http://www.highered.nysed.gov/tcert/certificate/teachrecother.html>

### **How to Apply**



1. To apply online, click 
2. Upon completion of your application, apply for fingerprinting using your [TEACH account](#).
  - For information about the fingerprint process, go to [Fingerprinting](#) .
3. [Official Transcripts](#): Contact the registrar's office of each college/university you attended and ask that they submit official transcripts to this office. [How to Submit Documents](#)
4. If applicable, mail copies of your out-of-state certificates (*including those that have expired*)

#### **Address:**

Office of Teaching Initiatives  
New York State Education Department

89 Washington Ave, 5N EB  
Albany, New York 12234

- **General Information | (518) 474-3852**
- [Teacher Certification](#) | (518) 474-3901
- [Teacher Certification Online Contact Form](#)

<http://www.nysed.gov/>

## **North Carolina**

### **APPLYING FOR YOUR FIRST NORTH CAROLINA PROFESSIONAL EDUCATOR'S LICENSE**

#### **Professional Educator's Licensure Categories**

- **Professional Educator's Initial Licenses** are non-renewable and intended for teachers with 0-2 years of teaching experience, and are valid for three years. To be issued a Professional Educator's Initial License, an individual must have:
  - completed a state approved teacher education program from a regionally accredited college or university, or
  - completed another state's approved alternative route to licensure and earned a bachelor's degree from a regionally accredited college.
    - a. Praxis II Testing - for middle grades (6-9), secondary (9-12), and K-12 (including Exceptional Children: General Curriculum) license areas.
    - b. Pearson Testing for North Carolina: Foundations of Reading and General Curriculum - for Elementary Education and Exceptional Children: General Curriculum licenses only.
      - Out-of-state individuals with three or more years of experience who are applying for a NC Elementary Educator or Exceptional Children: General Curriculum teaching license and who have passed another state's licensure exam without mathematics and reading subtests may be issued an initial license. To convert to a NC Continuing license, the individual may enroll in NCDPI's Reading Research to Classroom Practice and Foundations of Mathematics courses. Candidates who successfully complete these courses along with the associated learning tasks and assessments may be eligible for a Continuing License. Visit the Events tab at [www.ncsip.org](http://www.ncsip.org) for more information about when these DPI courses are offered: Reading Research to Classroom Practice (formerly called Reading Foundations) and Foundations of Mathematics.
      - For registration information, follow these steps at [www.ncsip.org/events](http://www.ncsip.org/events):
        1. Change the calendar to the month the participant would like to attend the course.
        2. Locate a "Day 1" session.
        3. Click on the Day (it is a link to a PDF which will open with additional information).
        4. Contact the individual listed as lead facilitator via the email listed to find if there are "non-LEA seats" available and to register.

5. For additional information to address questions or concerns visit [www.ncsip.org](http://www.ncsip.org).

For next steps, please visit: <http://www.dpi.state.nc.us/licensure/steps/>

For more information, please visit: <http://www.dpi.state.nc.us/licensure/beginning/>

*Contact Information:*

**Licensure:**

800.577.7994 within North Carolina

919.807.3310 outside of North Carolina

**Physical Address:**

North Carolina Department of Public Instruction

Education Building

301 N. Wilmington Street

Raleigh, NC 27601-2825

**Mailing Address:**

North Carolina Department of Public Instruction

6301 Mail Service Center

Raleigh, NC 27699-6301

<http://www.dpi.state.nc.us/>

## **North Dakota**

**Types of Licenses:** <https://www.nd.gov/espb/licensure/license-information/types-licenses>

**Out-of-State Reciprocal License (Two-Years):** Issued to individuals who graduated from an out-of-state university but do not hold a teaching license in another state. A transcript analysis is completed and a plan of study is developed for each individual indicating the coursework and testing needed. This license can be issued twice, so the educator has a total of four years to complete all requirements.

**Other State Educator License (OSEL).** A two or five year license issued to those applicants who hold and submits a valid teaching license received from an approved regular teacher education program from another state. If the applicant has not tested in the sending state and has been licensed after 2002 in that state, they will have two years to complete ND tests. The regular application will be submitted including official transcripts, completed background packet, a copy of your current teaching license from another state, and/or confirmation form or test scores. If you have completed an approved program, including student teaching, hold a license in another state and have met their testing requirements, there will be no additional requirements.

FAQs: <https://www.nd.gov/espb/licensure/license-information/license-faqs>

**Q: I have a valid teaching license in another state so can I get a ND Teaching License?**

A: Yes. If you have completed a transcribed teacher education program, we will need a copy of your valid and current out-of-state teaching license and Confirmation of Other State Educator License form completed by your state's licensure agency. If you have completed an alternative certification program in another state and hold a valid license in that state, you will need to complete our Praxis I and Praxis II testing requirements for your content area(s) prior to being issued an OSEL in North Dakota. Apply online and the system will let you know what information is needed.

To start an online account and view more information, please visit: <https://www.nd.gov/espb/licensure>

*Contact Information:*

North Dakota Education Standards and Practices Board  
2718 Gateway Avenue Suite 204,  
Bismarck, ND 58503-0585  
Phone: (701)328-9641  
Fax: (701)328-9647  
Email: [espbinfo@nd.gov](mailto:espbinfo@nd.gov)  
<https://www.nd.gov/espb/>

## **Ohio**

### Information for Applicants Who Completed an Out of State Licensure Program

This information will assist you in providing the documents necessary to complete the application process for an Ohio license.

To apply online:

Set up a SAFE account. <https://safe.ode.state.oh.us/portal>

If you need assistance with SAFE, be sure to check the Help manual. Also, information on alternate forms of ID (other than an Ohio driver's license) [are explained here](#).

In order to create an online application:

- Access your [SAFE account](#).
  - Click on ODE.CORE
  - From your Dashboard, select Apply/New Application.
  - Complete the three steps of the application, and submit payment.
- The following documents may be uploaded by the applicant during the online application process:
- Copy of out of state teaching license (front and back), or
  - Letter of eligibility: If you do not hold a teaching license in the state in which you completed a teacher education program, a letter, on university letterhead, signed by the dean or head of teacher education, stating the license type you are eligible for in that state and the subject area(s) this license allows you to teach. For Intervention Specialist licenses, the letter must state the disability areas included in the scope of the license.

- Verification of completed out of state licensure exams (see requirements for testing below);
- Verification of experience (see requirements for experience below);
- Official transcripts: Please scan and upload your original, official transcript in PDF format only. **We cannot accept grade reports, photos/photocopies of transcripts or unofficial transcripts.** Before uploading your transcripts please see the following requirements:
  - Confer date of degree must be visible.
  - Include all pages of transcript (front and back).
  - Registrar's signature and transcript key/guide must be visible.
  - Create one PDF file per transcript (do not upload pages separately).
  - Upload transcripts from multiple universities separately (i.e. each transcript should be one PDF file).
- College coursework completed outside the United States requires a course by course analysis from an approved international credential evaluation service. [List of approved organizations.](#)

For more information, please visit: <http://education.ohio.gov/Topics/Teaching/Licensure/Out-of-State-Licensure>

For types of licenses in Ohio, please visit:

<http://education.ohio.gov/Topics/Teaching/Licensure/Apply-for-Certificate-License/Educator-License-Types-and-Descriptions>

*Contact Information:*

Ohio Department of Education  
25 South Front Street  
Columbus, Ohio  
43215-4183

(P) 877-644-6338  
[contact.center@education.ohio.gov](mailto:contact.center@education.ohio.gov)

<http://education.ohio.gov/>

## **Oklahoma**

Link to Certification information on site:

<http://sde.ok.gov/sde/traditional-path-oklahoma-teacher-certification>

Forms and Application: <http://sde.ok.gov/sde/documents/2018-01-10/teacher-certification-forms-and-applications>

Contact Information:



Oklahoma State Department of Education  
Teacher Certification  
2500 North Lincoln Boulevard, Rm 212  
Oklahoma City, Oklahoma 73105-4599  
Phone: (405) 521-3337  
<http://sde.ok.gov/sde/teacher-certification>

## Oregon

**Q. I'm licensed to teach in another state. How do I get an Oregon teaching license?**

**A.** You must qualify for an Oregon Reciprocal Teaching License to teach in Oregon public schools. An Oregon Reciprocal Teaching License allows you to teach in Oregon for one year while you work on qualifying for an Oregon Preliminary or Professional Teaching License.

**Q. How do I qualify for a Reciprocal Teaching License?**

**A.** To meet the minimum qualifications to apply for the Reciprocal Teaching License, you must:

- Hold a **valid and active** non-provisional teaching license from another state;
- Have never held an Oregon educator license, charter school registration or completed an Oregon educator preparation program;
- Hold a bachelor's degree or higher (regionally accredited or foreign equivalent);
- Have completed an approved out-of-state teacher preparation program (official verification of completion is required);
- Pass a criminal background clearance, including fingerprints, if necessary.

Out of State Certification site: [http://www.oregon.gov/tspc/Pages/Out\\_of\\_State.aspx](http://www.oregon.gov/tspc/Pages/Out_of_State.aspx)

*Contact Information:*

Email us at [contact.tspc@oregon.gov](mailto:contact.tspc@oregon.gov); or

Call us at (503) 378-3586.

<http://www.oregon.gov/tspc/Pages/first-time-license.aspx>

## Pennsylvania

**Out of State Certification site:**

<http://www.education.pa.gov/Educators/Certification/OutOfState/Pages/Completed-Approved-Preparation-Program-Outside-of-Pennsylvania.aspx>

*Contact Information:*

Pennsylvania Department of Education

333 Market Street

Harrisburg, PA 17126

717-783-6788

<http://www.education.pa.gov/Educators/Certification/Pages/default.aspx>

## **Rhode Island**

FAQs: [http://www.ride.ri.gov/Portals/0/Uploads/Documents/Teachers-and-Administrators-Excellent-Educators/Educator-Certification/Cert-main-page/Certification\\_FAQ.pdf](http://www.ride.ri.gov/Portals/0/Uploads/Documents/Teachers-and-Administrators-Excellent-Educators/Educator-Certification/Cert-main-page/Certification_FAQ.pdf)

What do I need to submit for reciprocity?

You must include ALL of the following as one complete package to be processed:

1. Completed application
2. Check or money order for the correct amount (See fees information in this document)
3. Hardcopy of student-issued or official transcripts
4. Hardcopy of your out-of-state teaching certificate(s)
5. Hardcopy of any required assessment test scores. (Please note that ETS will not forward a hardcopy of an individual's test scores to RIDE.)
6. Work experience on original letterhead noting number of years, job title, and roles and responsibilities (as applicable)

Applications and forms found here:

<http://www.ride.ri.gov/TeachersAdministrators/EducatorCertification.aspx#22650-updates>

*Contact Information:*

255 Westminster Street

Providence, RI 02903

Phone: 401-222-4600

<http://www.ride.ri.gov/TeachersAdministrators/EducatorCertification/GettingCertified.aspx>

## **South Carolina**

Each individual employed in an instructional, classroom teaching position or who serves in a position designed for the support of the instructional program in a public school of this state must hold an appropriate South Carolina teaching credential. The licensing of related educational professionals in the areas of Audiology, Nursing, and Social Work is remanded to the established licensing boards effective July 1, 2000. Individuals employed as trade and industrial teachers are required to meet all general certification requirements except where specified otherwise (R 43-50).

Applicants with a current standard Department of Education license/certificate issued by another state, a United States territory, or the Department of Defense Dependents Schools (DODDS), may be eligible for certification through South Carolina's reciprocity agreement. (See Reciprocity Programs)

Interstate reciprocity does not apply to Career and Technology Education Work-Based Certification (See Work Based Certification Areas).

For additional information on interstate reciprocity, please refer to National Association of State Directors of Teacher Education and Certification (NASDTEC) Interstate Agreement.

For next steps and information, please visit: <https://ed.sc.gov/educators/teaching-in-south-carolina/out-of-state-teachers/>

*Contact Information:*

**Office of Educator Services**

8301 Parklane Rd.

Columbia, SC 29223

**Phone:** 803-896-0325

**Email:** [certification@ed.sc.gov](mailto:certification@ed.sc.gov)

<https://ed.sc.gov/educators/teaching-in-south-carolina/aspiring-educators/applying-for-certification/>

## **South Dakota**

For Reciprocity Requirements, please visit:

<http://www.doe.sd.gov/certification/documents/RECIPROCITY-%20ED.pdf>

Educator Certification FAQs: <http://www.doe.sd.gov/certification/FAQ.aspx>

Educator Certification: <http://www.doe.sd.gov/certification/FAQ.aspx>

*Contact Information:*

800 Governors Drive, Pierre, SD 57501

Main phone: (605) 773-3134

Main fax: (605) 773-6139

[Send us an email](#)

## **Tennessee**

For Out of State Applicants: <https://www.tn.gov/education/licensing/changes-to-licensing-policy/out-of-state-applicants.html>

Educators applying from out-of-state will apply for a practitioner license. The practitioner license has a 3 year validity period and is renewable 1 time. Educators applying from out-of-state must meet the following criteria:

- Have submitted qualifying scores on required content assessments, AND
- Hold a bachelor's degree from a regionally accredited college or university, AND
- Must have completed an educator preparation program approved for licensure by a state other than Tennessee. To demonstrate evidence of successful completion of an out-of-state program, the applicant must submit:
- Proof of a full and valid license (comparable to the Tennessee Professional license) from a state with which Tennessee has reciprocity,

-OR-

- Recommendation from the out-of-state provider where the educator completed an approved program. All out-of-state educator preparation programs must meet conditions stipulated in State Board Rule 0520-02-03.

For forms and applications, please visit: <https://www.tn.gov/education/licensing/apply-for-a-license/licensing-new-to-tennessee.html>

*Contact Information:*

Tennessee Department of Education  
12th Floor, Andrew Johnson Tower  
710 James Robertson Parkway  
Nashville, TN 37243

Phone: (615) 532-4885

Fax: (615) 532-1448

[Educator.Licensure@tn.gov](mailto:Educator.Licensure@tn.gov)

<https://www.tn.gov/education/licensing.html>

## **Texas**

If you hold a standard certificate issued by another state or United States territory and are seeking certification in Texas you must apply for a review of credentials. For more information and next steps, please visit: [https://tea.texas.gov/Texas\\_Educators/Certification/Out-of-State\\_Certification/Out-of-State\\_Certified\\_Educators/](https://tea.texas.gov/Texas_Educators/Certification/Out-of-State_Certification/Out-of-State_Certified_Educators/)

Out of State Certifications site: [https://tea.texas.gov/Texas\\_Educators/Certification/Out-of-State\\_Certification/](https://tea.texas.gov/Texas_Educators/Certification/Out-of-State_Certification/)

*Contact Information:*

(512) 936-8400

General Mailing Address

Texas Education Agency  
Educator Certification & Testing  
WBT 5-100  
1701 North Congress Ave  
Austin, TX 78701-1494

Mail Payments to:

TEA-CRT

PO Box 13717

Austin, TX 78711-3717

Other Contact Information:

[https://tea.texas.gov/Texas Educators/Certification/Contact Educator Certification/](https://tea.texas.gov/Texas_Educators/Certification/Contact_Educator_Certification/)

[https://tea.texas.gov/Texas Educators/Certification/](https://tea.texas.gov/Texas_Educators/Certification/)

## **Utah**

Out-of-State (OOS) License Application Process:

<https://www.schools.utah.gov/curr/licensing/earning>

If you have a standard renewable educator license from another state and would like to apply for a Utah Educator License, please read the following step by step instructions to prepare your OOS application packet for submission to USBE for review.

1. Complete and sign the [Application Form](#)
  - Expedited review is available for U.S. military veterans or the spouse of an actively serving United States Service Member with appropriate documentation.
2. Complete a USBE Fingerprint Background Check at **Educator Licensing Online**. Background checks done in other states or for a local education agency (LEA) in Utah are not accepted.
3. To obtain your Comprehensive Administration of Credentials for Teachers in Utah Schools (CACTUS) number, please go to [www.my.uen.org](http://www.my.uen.org) to create a Utah Education Network (UEN) account 24 hours after initiating a background check. When you log in to your UEN account, you are able to enter your CACTUS record. You may track the status of your application through your CACTUS record.
4. Complete appropriate [Endorsement Application\(s\)](#) for Secondary Education, Special Education, and Career and Technical Education (CTE) License Areas.
5. Pass appropriate [Praxis II Content Test](#). For a list of tests for Utah review the [Utah State Licensure Test Requirements](#). Tests from other states are not currently accepted by USBE unless it was a test that Utah accepted historically. You must show that you passed the test within the time frame that Utah accepted it AND with a Utah passing score. For World Languages, an oral fluency test - also known as an Oral Proficiency Interview (OPI) - is required; see World Languages endorsement application for details.
  - *USBE is currently reviewing the testing requirements. Changes will be posted on the website.*
6. Complete an Educator Ethics Review at **Educator Licensing Online**.
7. Submit original transcripts of **all** colleges/universities you have attended with your application packet. USBE will accept electronic transcripts only if sent **directly** from the college/university through a transcript clearinghouse via transcripts@schools.utah.gov. Please make a note on the application that transcripts have been sent electronically to USBE.
8. Complete and submit a [Verification of Educator Experience form](#), if applicable. You are welcome to use the form USBE has available or a similar designated form from your former employing district or school. Each form must show all former employment and be signed by an official school or district administrator. USBE requires verification of actual Out-of-State full-time licensed educator experience.
9. Include originals or clear copies of the front and back of **all** current educator license(s) that have ever been issued to you. If your license(s) is expired, include a completed [Verification of Professional Certification](#) and a copy of the expired license(s). If your state does not print

licenses, but only provides electronic records of your license, please print and include this verification. Utah no longer accepts Institutional Recommendations from Out-of-State institutions.

10. If you completed an Alternative Educator Program, you must include official documentation of an alternative educator program completion and an official program description including class descriptions. This evidence will be considered in lieu of a traditional course of study from a teacher-preparation program.

11. Additional Documentation:

***Administrative/Supervisory K-12***

Include official documentation of successful completion of an administrative internship in both elementary and secondary school levels, as well as some hours outside of your school where you are employed. Include total number of hours (400 for Utah) completed, types of duties performed, and verification of teaching and school administrative experience, if applicable.

***School Speech-Language Pathologist (SLP)***

Include with your application either your School SLP Out-of-State License or your American Speech-Language Hearing Association (ASHA) Certificate of Clinical Competence (CCC) card and maintenance letter. A Praxis II Content Test is not required.

12. Submit a complete OOS packet to:

USBE Licensing  
250 East 500 South  
P.O. Box 144200  
Salt Lake City, Utah 84114-4200

Out of State application: <https://www.schools.utah.gov/file/b12ac51a-ca1e-48f7-8855-0b4f6f9ab82d>

***Contact Information:***

Utah State Board of Education  
250 East 500 South,  
Salt Lake City, Utah, 84111-3204

**Mailing Address**

PO Box 144200  
Salt Lake City, Utah 84114-4200

Phone: (801) 538-7500

<https://www.schools.utah.gov/curr/licensing>

## **Vermont**

Eligibility for licensure through reciprocity is determined by meeting requirements under the rules of reciprocity per the National Association of State Directors of Teacher Education and Certification (NASDTEC) Interstate Agreement. **Vermont currently has educator reciprocity with all states except: New York, New Mexico, South Dakota and Wisconsin. Educators who hold a current license, or have a**

recommendation for licensure on their transcript, from any of these states; will need to apply for Initial License [through Transcript Review](#).

**What does it mean to apply under the NASDTEC Interstate Agreement?** The [NASDTEC Interstate Agreement](#) is a statement by Vermont outlining which other states' educator certificates will be accepted. Specifically the agreement outlines which particular types of educator certificates (teachers, administrators, service personnel, or career/technical), and which particular styles of certifications (titles, fields, etc.) will be accepted.

- [Apply for an Initial Vermont Educator License under the NASDTEC Interstate Agreement](#)
- [Frequently Asked Questions](#)

Become a Vermont Educator site here: <http://education.vermont.gov/educator-quality/become-a-vermont-educator>

*Contact Information:*

Vermont Agency of Education  
219 North Main Street, Suite 402  
Barre, VT 05641

Email the [Licensing Help Line](#) or call (802) 479-1700  
<http://education.vermont.gov/>

## **Virginia**

Reciprocity - Conditions for licensure for out-of-state candidates by reciprocity.

A. An individual coming into Virginia from any state may qualify for a Virginia teaching license with comparable endorsement areas if the individual has completed a state-approved teacher preparation program through a regionally accredited four-year college or university, or if the individual holds a valid out-of-state teaching license (full credential without deficiencies ) that must be in force at the time the application for a Virginia license is made. An individual seeking licensure must establish a file in the Department of Education by submitting a complete application packet, which includes official student transcripts. Professional teacher's assessments prescribed by the Board of Education must be satisfied.

B. An individual coming into Virginia will qualify for a Virginia teaching license with comparable endorsement areas if the individual holds national certification from the National Board for Professional Teaching Standards (NBPTS) or a nationally recognized certification program approved by the Board of Education.

C. Licensure by reciprocity is provided for individuals who have obtained a valid out-of-state license (full credential without deficiencies) that is in force at the time the application for a Virginia license is received by the Department of Education. The individual must establish a file

in the Department of Education by submitting a complete application packet, which shall include official student transcripts. Unless exempted by the criteria in subsection D of this section, licensure assessments prescribed by the Board of Education shall be required.

D. Individuals who hold a valid out-of-state license (full credential without deficiencies) and who have completed a minimum of three years of full-time, successful teaching experience in a public or accredited nonpublic school 7-19-2012 (kindergarten through grade 12) in a state other than Virginia are exempted from the professional teacher's assessment requirements.

Full PDF: [http://www.doe.virginia.gov/teaching/licensure/multiple\\_licensure\\_routes.pdf](http://www.doe.virginia.gov/teaching/licensure/multiple_licensure_routes.pdf)

*Contact Information:*

Mailing Address

PO Box 2120  
Richmond, VA 23218

Physical Address

James Monroe Building  
101 N. 14th Street  
Richmond, VA 23219

[licensure@doe.virginia.gov](mailto:licensure@doe.virginia.gov)

[Contact VDOE Staff](#)

<http://www.doe.virginia.gov/teaching/licensure/>

## **Washington**

Teachers holding the **Wisconsin Masters Educator License**, or the **Ohio Professional Teaching License** (five year license) have completed a procedure considered comparable to Washington's Professional Certificate Program. No other state certification procedures have been identified as comparable by the Professional Educator's Standards Board (PESB). **Educators who hold either of these certificates may apply directly for the Professional Teacher certification in Washington.**

In Washington, educators must obtain a Washington certificate in order to serve in the public schools. Certificates or licenses from another state or jurisdiction do not cover employment in Washington. While the interstate agreement facilitates the movement of educators among states and other jurisdictions that are members of the National Association of State Directors of Teacher Education and Certification (NASDTEC), our state rarely uses the provision of the contract for individuals who hold certification in another state. Washington's rules allow us to recognize ANY state approved educator preparation program and degree from an accredited institution to meet our basic requirements. This in essence, allows educators who have completed a college/university preparation program in another state, reciprocity for our state to recognize and accept that program toward our certification requirements.



Next steps for Out of State applicants here: <http://www.k12.wa.us/Certification/Teacher/TeacherOut-of-State.aspx#content>

*Contact Information:*

Mailing Address (Headquarters and Annex)

Mail stop: 47200  
Old Capitol Building  
P.O. Box 47200  
Olympia, WA 98504-7200

Headquarters

Old Capitol Building  
600 Washington St. S.E.  
Olympia, WA 98504-7200  
360-725-6000

<http://www.k12.wa.us/certification/>

## West Virginia

Reciprocity Guidelines: <https://wvde.state.wv.us/certification/forms/reciprocity.html>

Under W. Va. Code §18A-3-1 and as defined in WV Policy 5202 §126-136-16, out of state applicants seeking initial licensure in the state of West Virginia, based on reciprocity, are required to meet EACH of the following:

- hold a valid teaching certificate or a certificate of eligibility issued by another state,
- have graduated from a state-approved educator preparation program\* at a regionally accredited institution of higher education; **AND**
- have successfully completed a student teaching experience or equivalent in the state in which the approved program was completed.

\*send an official, seal-bearing transcript from the institution where the teacher preparation program was completed.

Application forms found here: <https://wvde.state.wv.us/certification/forms/>

*Contact Information:*

West Virginia Department of Education  
1900 Kanawha Boulevard East  
Charleston, WV 25305  
Phone: 304-558-2681

<https://wvde.state.wv.us/certification/>

## **Wisconsin**

Reciprocity information here: <https://dpi.wi.gov/tepd/pathways/reciprocity>

Out of State Applicant information here: <https://dpi.wi.gov/tepd/pathways/oos/applicants>

### **Candidate Profile**

- Hold a current teacher OR administrator license from another state that is in good standing
- Have taught one year with the teacher OR administrator license from out of state

### **Seeking a Wisconsin License as an Out-of-State applicant?**

Educators who fit this pathway profile already hold a license from another state and have at least one year of experience working in a school under that license. These educators have not completed the Wisconsin requirements of our [Out-of-State pathway](#). The License Based on Reciprocity pathway provides for a five-year license to teach or be an administrator. During this time, the educator may complete the requirements of our Out-of-State pathway.

### **If you fit this pathway profile:**

1. **DETERMINE** your eligibility by following the steps identified here: [License Based on Reciprocity](#)
2. **PREPARE** electronic copies of your valid license from another state and an [employment verification](#)
3. **APPLY** for a Wisconsin License using the [ELO System](#).

Out of State Pathway: <https://dpi.wi.gov/tepd/pathways/oos>

### *Contact Information:*

Contact Education Licensure: <https://dpi.wi.gov/support/contact-educator-licensing>

Tony Evers

State Superintendent of Public Instruction

Wisconsin Department of Public Instruction

125 S. Webster Street,

Madison, WI 53703

(800) 441-4563

<https://dpi.wi.gov/tepd/pathways>

## **Wyoming**

Recognizing Out-of-State Licensure:

<http://ptsb.state.wy.us/Licensure/OutOfStateInternational/tabid/70/Default.aspx>

Wyoming participates in state-to-state reciprocity; however, reciprocity implies an "equal exchange." Therefore, the requirements an applicant met to obtain his or her out-of-state teaching license must be equivalent to Wyoming requirements.

Wyoming generally recognizes all out-of-state teaching licenses IF the standards the applicant met in his or her state are equivalent to Wyoming licensing standards. Equivalent standards include:

- Completion of a regionally or nationally accredited teacher education program
- Supervised student teaching
- Passing the required test(s) for the state in which you hold a teaching license
- Added endorsements are recognized in the same manner as described above

For complete details on reciprocity please review the [NASDTEC Interstate Agreement on Reciprocity](#).

Applicants who have graduated from a regionally or nationally accredited college or university with a bachelors degree or higher in education are eligible for licensure via the traditional route.

**For next steps, applying, and more information, please visit:**

<http://ptsb.state.wy.us/Licensure/BecomingLicensed/tabid/65/Default.aspx>

*Contact Information:*

**Professional Teaching Standards Board**

1920 Thomes Avenue, Suite 400

Cheyenne, WY 82002

(307) 777-7291

(307) 777-8718 (fax)

<http://ptsb.state.wy.us/Licensure/BecomingLicensed/tabid/65/Default.aspx>