

## **Moving from a Provisional Certificate To a Standard Certificate as a CTE Teacher**

If you have already obtained your provisional certificate as a CTE teacher, you need to qualify for a standard certificate before the provisional one expires in 3 years. Listed below are the certification options. For complete details, visit the Arizona Department of Education's website for the best source of information: <http://www.azed.gov/educator-certification/forms-and-information/certificates/>.

### **Moving from Provisional to Standard Certificate**

If you have a provisional certificate, you have already begun the progress towards your standard certificate in one of the options below. You will continue your progress within the same option.

#### **Option A:**

Bachelor's Degree or Advanced Degree in Content Area:

EXAMPLE: A person with a college degree in an area like Business (at least 30 semester hours in business classes) and 240 hours of work experience

Transition to Standard Certification:

1. Provisional CTE Certificate (Option A)
  2. Fifteen (15) semester hours in professional knowledge (see [Teacher Series](#))
  3. Two years of satisfactory teaching approved by certified administrator or administrator's designee in a secondary CTE approved classroom during the term of the Arizona Provisional CTE Certificate. Submit Teaching Evaluation Verification form
  4. Arizona Constitution: A college course or appropriate examination covering the Provisions and Principles of the Arizona Constitution.
  5. U.S. Constitution: A college course or appropriate examination covering the Provisions and Principles of the U.S. Constitution.
  6. Professional Knowledge Secondary Exam. One of the following:
    - A. NES/AEPA: A passing score on the NES or AEPA Assessment of Professional Knowledge: Secondary exam. Visit [www.aepa.nesinc.com](http://www.aepa.nesinc.com) for further information; or
    - B. Out-of-State Exam: A passing score on a substantially similar Professional Knowledge Secondary examination from another state or agency. Submit original score reports; or
    - C. NBCT: A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate;
- Or #7 below instead of #6**
7. Teaching Experience: Three years of full-time teaching experience in any state, including Arizona, in grades 6-12. Submit a Verification of Teaching Experience form signed and completed by the District Superintendent or Personnel/HR Director to verify teaching experience.

### **Option B:**

Valid non-CTE Arizona Teaching Certificate or an Arizona CTE Teaching Certificate in another content area:

EXAMPLE: A person already is a teacher (maybe Science or English) has been successfully evaluated. Must have 3 semester hours of a CTE methods class or a class in the area they plan to teach in (for example, agriculture) and 240 hours of experience in the related field they plan to teach

Transition to Standard Certification:

1. Provisional CTE Certificate (Option B)
2. Twelve (12) semester hours in professional knowledge courses  
Courses must include: Nine (9) semester hours in the subject knowledge for area of certification and three (3) semester hours in professional knowledge (See [Teacher Series](#))
3. Arizona Constitution: A college course or appropriate examination covering the Provisions and Principles of the Arizona Constitution.
4. U.S. Constitution: A college course or appropriate examination covering the Provisions and Principles of the U.S. Constitution.

### **Option C:**

Business and Industry Professional

EXAMPLE: A person has 6000 clock hours of verified professional experience in the field in which they plan to teach

Transition to Standard Certification:

1. Provisional CTE certificate (Option C)
2. Fifteen (15) semester hours of courses in professional knowledge (See [Teacher Series](#) for courses)
3. Two years of satisfactory teaching approved by certified administrator or administrator's designee in a secondary CTE approved classroom during the term of the Arizona Provisional CTE Certificate. Submit [Teaching Evaluation Verification](#) form
4. Arizona Constitution: A college course or appropriate examination covering the Provisions and Principles of the Arizona Constitution.
5. U.S. Constitution: A college course or appropriate examination covering the Provisions and Principles of the U.S. Constitution.
6. Professional Knowledge Secondary Exam. One of the following:
  - A. NES/AEPA: A passing score on the NES or AEPA Assessment of Professional Knowledge: Secondary exam. Visit [www.aepa.nesinc.com](http://www.aepa.nesinc.com) for further information; or
  - B. Out-of-State Exam: A passing score on a substantially similar Professional Knowledge Secondary examination from another state or agency. Submit original score reports; or
  - C. NBCT: A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate;

### **Or #7 below instead of #6**

7. Teaching Experience: Three years of full-time teaching experience in any state, including Arizona, in grades 6-12. Submit a Verification of Teaching Experience form signed and

completed by the District Superintendent or Personnel/HR Director to verify teaching experience.

#### **Option D:**

Valid Teaching Certificate in CTE from another state.

EXAMPLE: A person comes from another state and is certified to teach CTE in that state

Transition to Standard Certification:

1. Provisional CTE Certificate (Option D)
2. Arizona Constitution: A college course or appropriate examination covering the Provisions and Principles of the Arizona Constitution.
3. U.S. Constitution: A college course or appropriate examination covering the Provisions and Principles of the U.S. Constitution.
4. Professional Knowledge Secondary Exam. One of the following:
  - A. NES/AEPA: A passing score on the NES or AEPA Assessment of Professional Knowledge: Secondary exam. Visit [www.aepa.nesinc.com](http://www.aepa.nesinc.com) for further information; or
  - B. Out-of-State Exam: A passing score on a substantially similar Professional Knowledge Secondary examination from another state or agency. Submit original score reports; or
  - C. NBCT: A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate;

#### **Or #5 below instead of #4**

5. Teaching Experience: Three years of full-time teaching experience in any state, including Arizona, in grades 6-12. Submit a Verification of Teaching Experience form signed and completed by the District Superintendent or Personnel/HR Director to verify teaching experience.

#### **Option E:**

Bachelor's Degree in Content Specific Education Program

EXAMPLE: A person who completes an Education program specific to their career area such as an Agriculture Teacher preparation program at a university

Transition to Standard Certification:

1. Provisional CTE Certificate (Option E)
2. Fifteen (15) semester hours in professional knowledge (See [Teacher Series](#) for courses). Hours may be obtained prior to issuance of the Provisional CTE K-12 Certificate
3. Two years of satisfactory teaching approved by certified administrator or administrator's designee in a secondary CTE approved classroom during the term of the Arizona Provisional CTE Certificate. Submit [Teaching Evaluation Verification](#) form
4. Arizona Constitution: A college course or appropriate examination covering the Provisions and Principles of the Arizona Constitution.

5. U.S. Constitution: A college course or appropriate examination covering the Provisions and Principles of the U.S. Constitution.
6. Professional Knowledge Secondary Exam. One of the following:
  - A. NES/AEPA: A passing score on the NES or AEPA Assessment of Professional Knowledge: Secondary exam. Visit [www.aepa.nesinc.com](http://www.aepa.nesinc.com) for further information; or
  - B. Out-of-State Exam: A passing score on a substantially similar Professional Knowledge Secondary examination from another state or agency. Submit original score reports; or
  - C. NBCT: A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate;

**Or #7 below instead of #6**

7. Teaching Experience: Three years of full-time teaching experience in any state, including Arizona, in grades 6-12. Submit a Verification of Teaching Experience form signed and completed by the District Superintendent or Personnel/HR Director to verify teaching experience.