

REQUIREMENTS FOR THE
TEACHING INTERN CERTIFICATE
ARIZONA DEPARTMENT OF EDUCATION – CERTIFICATION UNIT

TEACHING INTERN CERTIFICATE

THE TEACHING INTERN CERTIFICATE IS VALID FOR ONE YEAR AND MAY BE EXTENDED YEARLY FOR NO MORE THAN TWO CONSECUTIVE YEARS. THE TEACHING INTERN CERTIFICATE ENTITLES THE HOLDER TO ENTER INTO A TEACHING CONTRACT WHILE COMPLETING THE REQUIREMENTS FOR AN ARIZONA PROVISIONAL TEACHING CERTIFICATE. DURING THE VALID PERIOD OF THE TEACHING INTERN CERTIFICATE THE HOLDER MAY TEACH IN A STRUCTURED ENGLISH IMMERSION (SEI) CLASSROOM OR IN ANY SUBJECT AREA IN WHICH THE HOLDER HAS PASSED THE APPROPRIATE ARIZONA EDUCATOR PROFICIENCY ASSESSMENT (AEPA). THE CANDIDATE SHALL BE ENROLLED IN AN ARIZONA STATE BOARD AUTHORIZED ALTERNATIVE PATH TO CERTIFICATION PROGRAM, OR AN ARIZONA STATE BOARD APPROVED TEACHER PREPARATION PROGRAM. AN INDIVIDUAL IS NOT ELIGIBLE TO HOLD THE CERTIFICATE MORE THAN ONCE IN A FIVE-YEAR PERIOD. IN ADDITION, AN INDIVIDUAL THAT RECEIVES A TEACHING INTERN CERTIFICATE AND DOES NOT COMPLETE THE REQUIREMENTS FOR A PROVISIONAL TEACHING CERTIFICATE SHALL NOT BE ELIGIBLE FOR AN EMERGENCY TEACHING CERTIFICATE.

Requirements for the Teaching Intern Certificate – **Year One:**

1. Completed *Application for the Teaching Intern Certificate*.
 2. Check or money order for **\$120** (\$60 for Intern certificate and \$60 for Provisional SEI endorsement). Additional approved areas are \$60 each.
 3. One of the following:
 - A. A photocopy of your valid Arizona **IVP** fingerprint card (plastic) issued on or after January 1, 2008.
 - OR -
 - B. A photocopy of your valid Arizona fingerprint clearance card (plastic) issued prior to January 1, 2008.
- NOTE:** Effective January 1, 2008, per Arizona State Statute A.R.S. § 15-106, an applicant who applies for a teaching certificate shall submit an **Identity Verified Prints (IVP) Fingerprint card**. "Non-IVP" Arizona fingerprint clearance cards issued on or after January 1, 2008 will **NOT** be accepted.*
4. Official transcripts documenting a Bachelor's or more advanced degree from an accredited institution.
 5. A passing score on one or more of the subject knowledge portion(s) of the Arizona Educator Proficiency Assessment (AEPA) or a comparable subject knowledge examination from another state or a Master's degree in the appropriate subject area. If a subject knowledge proficiency assessment is not offered, an approved area shall consist of 24 semester hours of subject-related courses from an accredited institution. Note: An approved area in general science is comprised of 12 semester hours of life science and 12 semester hours of physical science courses. Submit a notarized copy of the original score report for out-of-state examinations at the time of application. The score report submitted must indicate "Pass" on it. Master's degree must be verified by submitting official transcript(s).
 6. Official transcripts or SEI Certificate of Training verifying 3 semester hours or 45 clock hours of state approved SEI training for either the Provisional or Full SEI endorsement.
 7. Letter of verification indicating the candidate is enrolled in an Arizona State Board approved alternative path to certification program or an Arizona State Board approved teacher preparation program.

***NOTE:** If otherwise qualified for the certificate, but deficient in Arizona and/or U.S. Constitution, 3 years are allowed under a valid teaching certificate to fulfill the requirement unless teaching an academic course on History, Government, Social Studies, Citizenship, Law, or Civics, then 1 year to fulfill the requirement(s) is allowed.*

8. Arizona Constitution (a college course or the appropriate examination).
9. U.S. Constitution (a college course or the appropriate examination).

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EXTENSION OF THE TEACHING INTERN CERTIFICATE

THE TEACHING INTERN CERTIFICATE MAY BE EXTENDED YEARLY FOR NO MORE THAN TWO CONSECUTIVE YEARS.

Requirements for the Extension of the Teaching Intern Certificate:

1. Completed ***Application to Extend a Teaching Intern Certificate***.
 2. There is NO FEE to extend the certificate.
 3. One of the following:
 - A. A photocopy of your valid Arizona **IVP** fingerprint card (plastic) issued on or after January 1, 2008.
 - OR -
 - B. A photocopy of your valid Arizona fingerprint clearance card (plastic) issued prior to January 1, 2008.
- NOTE:*** *Effective January 1, 2008, per Arizona State Statute A.R.S. § 15-106, an applicant who applies for a teaching certificate shall submit an **Identity Verified Prints (IVP) Fingerprint card**. "Non-IVP" Arizona fingerprint clearance cards issued on or after January 1, 2008 will **NOT** be accepted.*
4. A letter from the Board approved alternative path to certification program or an Arizona State Board authorized teacher preparation program verifying the completion of required coursework. **Official transcripts documenting the required coursework must accompany the letter.**

NOTE: *UPON SUCCESSFUL COMPLETION OF THE PROGRAM, THE APPLICANT WILL BE ISSUED AN INSTITUTIONAL RECOMMENDATION (IR) FOR A PROVISIONAL TEACHING CERTIFICATE. APPLICATION FOR CERTIFICATION SHOULD BE MADE PRIOR TO THE EXPIRATION OF THE TEACHING INTERN CERTIFICATE.*

PROVISIONAL TEACHING CERTIFICATE

THE PROVISIONAL CERTIFICATE IS VALID FOR 3 YEARS AND IS NOT RENEWABLE, BUT MAY BE EXTENDED ONCE FOR 3 YEARS.

Requirements for the Provisional Teaching certificate:

1. Qualify and hold a valid Arizona Intern Certificate.
2. Submission of an Institutional Recommendation verifying the successful completion of an Arizona State Board authorized alternative path to certification program or an Arizona State Board approved teacher preparation program.
3. A passing score on the required professional knowledge portion of the Arizona Educator Proficiency Assessment (AEPA) or a comparable professional knowledge examination from another state or three years of full-time teaching at the appropriate level.
4. Valid Arizona IVP fingerprint card.
5. Full SEI endorsement, if applicable.
6. Arizona and U.S. Constitution, if applicable.