

REQUIREMENTS FOR THE
**STANDARD SCHOOL SOCIAL WORKER, PREKINDERGARTEN-12
CERTIFICATE**

ARIZONA DEPARTMENT OF EDUCATION – CERTIFICATION UNIT

➤ **STANDARD SCHOOL SOCIAL WORKER, PREKINDERGARTEN – 12 CERTIFICATE**

The Standard School Social Worker certificate is optional but may be required by local governing boards. The certificate is valid for 12 years and may be renewed.

Requirements for the Standard School Social Worker certificate are:

1. A completed [Application for Certification](#).
2. Appropriate fee (see Application for Certification).
3. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card. For more information visit <http://www.azed.gov/educator-certification/fingerprint-clearance-card-ivp/>.
4. Option A or B.

Option A: Coursework and Experience (Requirements A-1 and A-2 must be met.):

A-1. A Master's or more advanced degree in Social Work from an accredited institution or completion of a Board approved school social worker program. Official transcript(s) required.

A-2. Internship or Experience. **One of the following:**

- Completion of at least six (6) semester hours of practicum in Social Work in a school setting completed through an accredited institution. A verification letter from a university department chair or designee will be required if the official transcript does not document that the six (6) semester hour social work practicum was in a school setting;
OR
- Completion of one year of full-time experience as a social worker in a setting which primarily serves students in preschool through grade 12. Please submit a letter from a Human Resources Director or Superintendent verifying completion of the required social worker experience.

Option B: Out-of-State Certification:

B-1: The applicant holds a valid, comparable School Social Worker certificate in another state and is in good standing with that other state. Submit **one** of the following:

- A photocopy of your valid, comparable out-of-state School Social Worker certificate and the official transcripts documenting completion of the School Social Worker preparation program that qualified you for the out-of-state certificate;
OR
- An official letter from the educator certification office that issued the comparable out-of-state School Social Worker certificate verifying that you are in good standing in that state and that your certificate is comparable to a Standard School Social Worker certificate.