



Requirements for the Middle Grade, 5-9 Endorsement

Arizona Department of Education – Certification Unit

Endorsement Information:

The Middle Grades, 5-9 endorsement authorizes the holder to teach the approved subject areas(s) posted on their certificate in grades 5-9. The endorsement shall be automatically renewed with the certificate on which it is posted.

Administrative Requirement Checklist:

The following items are required by the Certification Unit to complete a substantive review. The administrative requirements must be submitted as described; if not, the processing of your application could be delayed. Application fees are non-refundable.

- Application & Fee:** Complete the [Application for Certification](#) and submit it with the appropriate fee.
- IVP Fingerprint Card:** Submit a photocopy of your valid [Arizona Department of Public Safety](#) Identity Verified Prints (IVP) fingerprint card, (not the paper copy), with your application.
- Prerequisite Certificate:** A valid Arizona elementary or secondary certificate.

➤ **Out-of-State Certificate/License:** If you hold a valid, comparable Middle Grades endorsement from another state, submit a copy of the certificate. The additional items listed below are not required for applicants who qualify under Certification Reciprocity rules.

- Official Transcripts:** Request that your university/college submit official transcripts documenting the required coursework directly to certification@azed.gov, or by mail to Arizona Department of Education –Certification Unit, P.O. Box 6490, Phoenix, AZ 85005.
 - *Note:* Transcripts submitted by the applicant via the online portal or by email are not considered official. If you completed coursework or degree(s) from an institution outside the United States, a course-by-course evaluation from a Department-approved agency is required. Please see the [Foreign Credential Evaluation Agencies Information](#) for instructions.
- Teaching Experience (if applicable):** If you are using one year of teaching in grades 5-9 in lieu of the practicum, please forward the [Verification of PreK-12 Teaching Experience](#) form to your district/charter school HR office for completion and submission to certification@azed.gov.

Substantive Requirements

1. **Prerequisite Certificate:** A valid Arizona Elementary or Secondary teaching certificate.
2. **One of the following** (Option A or B):
 - **Option A: Coursework and Practicum/Experience:**
 - A-1. Six (6) semester hours of courses in middle-grade education to include one course in early adolescent psychology and one course in the middle grade curriculum; **and**
 - A-2. An official transcript from an accredited institution documenting a practicum in grades 5-9 **or** verification of one year of full-time teaching experience in grades 5-9.
 - **Option B: Out-of-State Certificate or Endorsement:** The applicant holds a valid, comparable Middle Grade 5-9 certificate or endorsement from another state and is in good standing with that other state. Submit a photocopy of your out-of-state certificate or endorsement.

Pursuant to section 41-1093.01, Arizona Revised Statutes, an agency shall limit all occupational regulations to regulations that are demonstrated to be necessary to specifically fulfill a public health, safety, or welfare concern. Pursuant to sections 41-1093.02 and 41-1093.03, Arizona Revised Statutes, you have the right to petition this agency to repeal or modify the occupational regulation or bring an action in a court of general jurisdiction to challenge the occupational regulation and to ensure compliance with section 41-1093.01, Arizona Revised Statutes