



Requirements for the Emergency Teaching Certificate

Certificate Information

The Emergency Teaching Certificate is issued for Early Childhood, Elementary, Middle School, and Secondary teaching certificates and required endorsements. This certificate authorizes the holder to teach only in the district that verifies an emergency employment situation exists. The individual holding an Emergency Teaching Certificate is entitled to enter a teaching contract. The certificate is valid for one school year or part thereof and expires on the following July 1. An Emergency Teaching Certificate **shall not** be issued more than **three (3) times** to an individual. **Note: Effective August 9, 2017, Emergency Teaching Certificates will no longer be issued for Special Education Teaching Certificates.**

Administrative Requirement Checklist – Initial Issuance

In order for our office to process your request the following Administrative requirements must be submitted as described, if not, the processing of your application could be delayed. Application fees are non-refundable.

- **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.
- **The Request Form for Issue of Emergency Teaching Certificate** completed and signed by the school district superintendent verifying the following:
 - An emergency employment situation exists.
 - The position was advertised on a statewide basis and with a least three career placement offices of higher education institutions, and
 - The district or charter school is participating in any available Board-approved alternative path to certification program(s). This requirement may be waived if a district superintendent or charter school administrator provides evidence that an alternative path to certification program is either not available or not capable of alleviating the emergency employment situation.
- The Fee of \$60
- A Bachelor's or more advanced degree from an accredited institution.
 - *Required Documentation:* Request that your university/college submit official transcript(s) directly to certification@azed.gov.

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