

Form CG-10

Application for Florida Educator's Certificate

Rule 6A-4.0012

Effective December 2014

Apply Online at:
www.fldoe.org/edcert

Contact the office by telephone at:
(800) 445-6739 (U.S. residents)
(850) 245-5049 (Outside U.S.)

Use the CG-10 form to apply for:

- A Temporary or Professional Certificate
- Addition or deletion of a subject on your existing Certificate
- A bUa Y VxUb[Y'cb'cf'df]bHYX'Xi d`WUHY V&dm cZnci f'YI]gh]b['Certificate
- An Athletic Coaching Certificate



FLORIDA

Educator Certification APPLICATION



MAIL ALL APPLICATION MATERIALS TO:

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 W. Gaines Street
Tallahassee, FL 32399-0400

Instructions for Completing Your Application for Educator Certification

A COMPLETE APPLICATION REQUIRES THE FOLLOWING ITEMS:

- Appropriate non-refundable application fees (see CHART ON NEXT PAGE)
- Official documentation of your educational training in the form of an OFFICIAL transcript from each college/university reflecting conferral of a bachelor's or higher degree. Transcripts reflecting isolated college credit should also be submitted if the credit is related to your eligibility for the subject(s) you have requested. See the Degrees and Credits Acceptable for Florida Certification section for specific information. PHOTOCOPIES are not official transcripts.
- Photocopies (front and back) of all valid out-of-state educator certificates or nationally issued educator certificates.

To receive an evaluation for eligibility, the Bureau of Educator Certification must receive the above items within one year (12 months) from the date the application form is received, or the application form will expire and all associated fees will be forfeited.

Ensure that your social security number or Florida DOE# is clearly printed on all documents submitted.

SSN Statement: Collection of your social security number (SSN) is required pursuant to §1012.56, Florida Statutes, for the purpose of promoting the public policy of Florida relating to child support. Your SSN is used by the Department as a unique identifier for maintaining your certification and related personnel records as required under the same statute. Your SSN may be disclosed to the Department of Revenue, as authorized under §1012.21, Florida Statutes, as Florida's agency for administration of the Title IV-D program of the federal Social Security Act for child support enforcement. Failure to provide your SSN to Educator Certification will prevent issuance of your Florida Educator's Certificate.

All documents submitted become part of your official Florida certification record and cannot be returned.

GENERAL INSTRUCTIONS ON HOW TO COMPLETE THIS FORM

- Complete entire application form using a black or dark blue ink pen. Do not use pencil. Do not use a photocopy of this form.
- Fill in all circles completely (i.e. ●).
- All entries should be clearly typed or hand written in UPPER CASE LETTERS within the boxes provided.
- There should be at least one blank space between each word for any entry.
- DO NOT staple, tape, or use correction fluid on the form.

PERSONAL INFORMATION:

1. Social Security Number: Enter only your valid Social Security Number issued to you by the United States Social Security Administration (refer to SSN Statement).
2. Birth Date: Date should be filled out in MMDDYYYY format. Use leading zeros with single digit numbers. For example, January 5, 2001, must be entered as "01052001."
3. US Citizenship: Indicate whether or not you are a U.S. citizen.
- 4-6. First, Middle and Last Name: Enter this information clearly. If you have had a legal name change please be sure to include documentation along with your application.
- 7-10. Mailing Address: Enter your complete address. This is the address to which all official correspondence will be mailed from our office.
11. Phone Number: Include area code. No parentheses necessary.
12. Country: If your address is outside the U.S., write the complete country name.
13. E-mail: Enter your valid e-mail address to which this office may send official communication.

CURRENT VALID FLORIDA EDUCATOR'S CERTIFICATE INFORMATION:

If you hold a Florida Educator's Certificate that has not yet expired, complete this section. A Statement of Status of Eligibility is not a currently valid Florida Educator's Certificate.

CERTIFICATE OR SERVICE REQUESTED

Service Code	Service Requested	Fee
INITIAL	I want to apply for my Initial Florida Educator's Certificate and have never held a Florida Educator's Certificate before, OR I have held a Florida Educator's Certificate but it has expired for more than one school year. (Fill in subject code box.)	\$75.00 per subject requested
ADDNEW	I want to add a new subject(s) to my valid Temporary or Professional certificate. (Fill in subject code box.)	\$75.00 per subject requested
PROCERT	I want to apply for a Professional Certificate in one or all of the same subjects on my Temporary Certificate, which has not expired for more than one school year. (Fill in subject code box.)	\$75.00 only
NEWPRO	I want to apply for a Professional Certificate in a different subject than shown on my Temporary Certificate, which has not expired for more than one school year. (Fill in subject code box.) Note: If you wish to apply for the same subjects on your Temporary and additional subjects, you will need to submit two separate applications.	\$75.00 per subject requested
COACH	I want a certificate covering only Athletic Coaching.	\$75.00 only
RETEMP	I want to re-issue my 1-year Temporary Certificate, which has not expired for more than one school year.	\$75.00 only
DELETE	I want to delete a subject from my valid Florida Educator's Certificate. (Fill in subject code box.)	\$20.00 per subject requested
COPYCERT	I want to apply for a printed copy of my currently valid certificate. Florida educators may submit application to their school district employer. NOTE: A duplicate cannot be requested of an expired certificate.	\$20.00 only
NMCHANGE	I want to change my name on a printed copy of my currently valid certificate. Florida educators may submit application to their school district employer.	\$20.00 only
Make fees payable to: F@BC9EduWhtcf7Yff7cation		

ACADEMIC TRAINING: Record all colleges and universities attended. Submit official transcripts from all institutions from which you have earned a degree or completed isolated coursework. See "Degrees and Credits Acceptable for Florida Certification" for detailed information on official documentation of academic training.

NON-FLORIDA EDUCATOR CERTIFICATES/LICENSES: If you hold an educator certificate/license issued by a state other than Florida, a U.S. territory, or a nationally issued educator certificate, complete this section and include a photocopy of your certificate (front and back) for review.

LEGAL DISCLOSURE: Florida Law requires you to provide a YES or NO answer to the questions within the Legal Disclosure section of your application, even if previously submitted. You must complete the Affidavit at the end of the Legal Disclosure Supplement as well as on the back page for your application to be complete.

AFFIDAVIT: You must read, print your name, and affix your legal signature.

Bureau of Educator Certification
Subject Area/Grade Level Chart
 Effective October 25, 2011

Use codes on this chart to complete subject/s for the CG-10 Application Form

Academic Coverages	Grade Levels	Subject Code
Art	K-12	1001/6
Biology	6-12	1003/1
Chemistry	6-12	1004/1
Computer Science	K-12	1006/6
Dance	K-12	1007/6
Drama	6-12	1008/1
Earth-Space Science	6-12	1009/1
Elementary Education	K-6	1013/K
English	6-12	1015/1
English for Speakers of Other Languages (ESOL)	K-12	1016/6
Exceptional Student Education	K-12	1077/6
Health	K-12	1022/6
Hearing Impaired	K-12	1023/6
Humanities	K-12	1026/6
Journalism	6-12	1029/1
Mathematics	6-12	1031/1
Middle Grades English	5-9	1015/C
Middle Grades General Science	5-9	1033/C
Middle Grades Mathematics	5-9	1031/C
Middle Grades Social Science	5-9	1052/C
Music	K-12	1035/6
Physical Education	K-12	1036/6
Physics	6-12	1038/1
PreKindergarten/Primary Education	PK-3	1041/H
Preschool Education (Birth through Age 4)	0-4 Yrs	1042/A
Reading	K-12	1046/6
Social Science	6-12	1052/1
Speech	6-12	1056/1
Speech-Language Impaired	K-12	1057/6
Visually Impaired	K-12	1059/6
World Language – Arabic	K-12	1080/6
World Language – Chinese	K-12	1005/6
World Language – Farsi	K-12	1081/6
World Language – French	K-12	1017/6
World Language – German	K-12	1019/6
World Language – Greek	K-12	1020/6
World Language – Haitian Creole	K-12	1082/6
World Language – Hebrew	K-12	1024/6
World Language – Hindi	K-12	1083/6
World Language – Italian	K-12	1027/6
World Language – Japanese	K-12	1028/6

Academic Coverages	Grade Levels	Subject Code
World Language – Latin	K-12	1030/6
World Language – Portuguese	K-12	1040/6
World Language – Russian	K-12	1047/6
World Language – Spanish	K-12	1054/6
World Language – Turkish	K-12	1084/6
Academic/Specialty Endorsements		
American Sign Language		1079/E
Autism Spectrum Disorders		1078/E
Gifted		1062/E
Orientation and Mobility		1064/E
PreKindergarten Disabilities		1065/E
Severe or Profound Disabilities		1066/E
General Endorsements		
Athletic Coaching		1002/E
Driver Education		1061/E
English for Speakers of Other Languages (ESOL)		1016/E
Reading		1046/E
Administrative Coverages		Grade Levels
Administration of Adult Education	Adult	1000/2
Educational Leadership	All Levels	1011/F
School Principal	All Levels	1049/F
Specialty Coverages		Grade Levels
Educational Media Specialist	PK-12	1012/D
Guidance and Counseling	PK-12	1021/D
School Psychologist	PK-12	1050/D
School Social Worker	PK-12	1051/D
Degreed Vocational Coverages		Grade Levels
Agriculture	6-12	1067/1
Business Education	6-12	1068/1
Family and Consumer Science	6-12	1069/1
Technology Education	6-12	1070/1
Marketing	6-12	1072/1
Local Director of Vocational Education	Voc	1071/7
Vocational Endorsements		
Teacher Coordinator of Cooperative Education		1074/E
Teacher Coordinator of Work Experience Programs		1075/E
Coaching Certificate		
Athletic Coaching	K-12	1002/6

Some of the above noted coverages require specific degree majors and/or graduate degrees.

Please be advised that an endorsement is a rider on a valid Florida educator's certificate with another subject coverage. An academic/specialty endorsement can only be a rider with specified subject coverages. An endorsement cannot stand alone on a certificate.

Please visit our website at www.fldoe.org/edcert, for more information regarding the specific requirements of these coverages or endorsements.



**CG-10 APPLICATION FOR A
FLORIDA EDUCATOR'S CERTIFICATE**

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, FL 32399-0400

EMPLOYER DATE STAMP	FLDOE DATE STAMP

PERSONAL INFORMATION Complete entire Application in UPPERCASE letters using only black or blue ink.

1A. U.S. Social Security Number	1B. DOE Number	2. Birth Date (MM/DD/YYYY)	3. Are you a US Citizen? Yes No
<input type="text"/>	<input type="text"/>	<input type="text"/>	
4. First Name (Given Name)		5. Middle Name	
<input type="text"/>		<input type="text"/>	
6. Last Name (Family Name)			
<input type="text"/>			
7. Mailing Address (Street Number and Street Name)			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
8. City			
<input type="text"/>			
9. State	10. Postal Code	11. Phone	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
12. Country			
<input type="text"/>			
13. E-mail Address (For Official Communication from Educator Certification)			
<input type="text"/>			

14. What is your gender? (Optional) M F
15. Are you Hispanic or Latino? (Optional, choose only one) No, not Hispanic or Latino Yes, Hispanic or Latino
16. What is your race? (Optional, mark all that apply) American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Pacific Islander White

17. CURRENT VALID FLORIDA EDUCATOR'S CERTIFICATE INFORMATION

Select here if you do not hold a currently valid Florida Educator's Certificate (Skip to section 18)	
Please select your currently valid Florida Certificate Type.	Please indicate the validity period for your Florida Certificate.
Professional Temporary Athletic Coaching	July 1, to June 30,

18. CERTIFICATE OR SERVICE REQUESTED : See Instructions for Assistance

Please select the Certificate Service Requested: (select only one service per application)		
\$75 per subject selected	\$75 only	\$20 per subject selected
INITIAL (Fill in subject code box below)	COACH (Fill in subject code 1002/6 below)	DELETE (Fill in subject code box below)
ADDNEW (Fill in subject code box below)	RETEMP (Skip to section 19)	\$20 for printed certificate copy
NEWPRO (Fill in subject code box below)	PROCERT (Skip to section 19)	NMCHANGE (Skip to section 19)
		COPYCERT (Skip to section 19)

List the subject code(s) for type of Certificate of Service Requested (Refer to Subject Area/Grade Level Chart)

19. ACADEMIC TRAINING : P`YUgY bcHY U` Cc`Y[YgcfI b] YfgjHYgUHYbXYX

Name of College(s)/Branch Campus	State	Degree	Graduation Date	Major	Others Credits Attendance Dates	Last Name While Attending School/College

20. TEACHING EXPERIENCE RECORD (Substitute teaching experience is not acceptable)

List Teaching Experience Since Last Florida Certification Application Submitted

Date of Employment		Name of Employer			Subject	Grade Level	Full -Time/ Part-Time	Public or Private School
Begin	End	School Name	County	State				

21. NON- FLORIDA EDUCATOR CERTIFICATE/LICENCES : Include U dhocopy of nour Certificate(s) (Zont-back) for feview

Certificate Type	State/ National	Certificate Number	Subject And Grade Levels	Validity Period (mm/dd/yyyy to mm/dd/yyyy)

22. LEGAL DISCLOSURE

Florida Law requires you to provide a YES or NO answer to the questions within the Legal Disclosure section of your application, even if previously submitted. Your signature is required every time it occurs within the form for your application to be complete - within the Applicant Signature and Application Affidavit sections below and within the Legal Disclosure Affidavit section at the end of the Legal Disclosure Supplement.

23. PAYMENT INFORMATION (Please make fees payable to FLDOE '9Xi WWhcf'7 YffhZWHcb)

Amount	Method	Payment Number
\$ <input type="text"/>	<input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> Money Order <input type="checkbox"/> Voucher	<input type="text"/>

24. APPLICANT SIGNATURE

I, _____, Agree to Pay \$ for MY Non-Refundable Application Processing Fee.
Applicant's Signature

25. APPLICATION AFFIDAVIT

I, , do hereby certify that I subscribe to and will uphold the principles incorporated in
Print Name

the Constitution of the United States of America and the Constitution of the State of Florida.

I do hereby affirm that all information provided in my application for a Florida Educator's Certificate is true, accurate, and complete.

WARNING: GIVING FALSE INFORMATION IN ORDER TO OBTAIN OR RENEW A FLORIDA EDUCATOR'S CERTIFICATE IS A CRIMINAL OFFENSE UNDER FLORIDA LAW. ANYONE GIVING FALSE INFORMATION ON THIS AFFIDAVIT IS SUBJECT TO CRIMINAL PROSECUTION, AS WELL AS DISCIPLINARY ACTION BY THE EDUCATION PRACTICES COMMISSION.

Applicant's Signature
Date



CG-10 APPLICATION FOR A FLORIDA EDUCATOR'S CERTIFICATE

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, FL 32399-0400

PERSONAL INFORMATION

Complete in UPPERCASE letters using only black or blue ink.

U.S. Social Security Number

[Empty box for U.S. Social Security Number]

DOE Number

[Empty box for DOE Number]

First Name

[Empty box for First Name]

Last Name

[Empty box for Last Name]

LEGAL DISCLOSURE (Florida Law requires you to provide a YES or NO response)

After answering each of the following questions, you must sign and date the Affidavit to complete this section of your application. Please refer to the instructions in the Legal Disclosure Supplement on the reverse side of this page for additional information regarding this section of the application form.

SEALED OR EXPUNGED RECORDS (Report ONLY sealed or expunged records in this section)

For each of the following questions, if your answer is YES, please select YES. Otherwise, select NO.

- YES NO Have you ever had any record sealed or expunged in which you were convicted of a criminal offense?
YES NO Have you ever had any record sealed or expunged in which you were found guilty of a criminal offense?
YES NO Have you ever had any record sealed or expunged in which you had adjudication withheld on a criminal of offense?
YES NO Have you ever had any record sealed or expunged in which you pled nolo contendere to a criminal offense?
YES NO Have you ever had any record sealed or expunged in which you pled guilty to a criminal offense?
YES NO Have you ever had any record sealed or expunged in which you entered into a pretrial diversion program or deferred prosecution program related to a criminal offense?
YES NO Do you have a petition pending to seal or expunge any criminal offense record?

SEALED or EXPUNGED records MUST BE REPORTED pursuant to ss. 943.0585 and 943.059, Florida Statutes. However, existence of such records WILL NOT BE DISCLOSED nor made part of your certification file which is public record.

CRIMINAL OFFENSE RECORD(S) (Report any record other than sealed or expunged in this section.)

For each of the following questions, if your answer is YES, please select YES. Otherwise, select NO.

- YES NO Have you ever been convicted of a criminal offense?
YES NO Have you ever been found guilty of a criminal offense?
YES NO Have you ever had adjudication withheld on a criminal offense?
YES NO Have you ever pled nolo contendere to a criminal offense?
YES NO Have you ever pled guilty to a criminal offense?
YES NO Have you ever entered into a pretrial diversion program or deferred prosecution program related to a criminal offense?
YES NO Are there currently charges pending against you for any criminal offense?

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

For each of the following questions, if your answer is YES, please select YES. Otherwise, select NO.

- YES NO Have you ever had a professional license or certificate sanctioned or disciplined in this state or any other state?
YES NO Have you ever been DENIED a professional license or certificate in this state or any other state even if the certificate or license was later issued with conditions or limitations?
YES NO Have you ever had a professional license or certificate suspended or revoked in this state or any other state?
YES NO Have you ever surrendered, resigned, or relinquished a professional license or certificate in this state or any other state during or following an investigation into allegations of misconduct?
YES NO Have you ever had a professional license or professional certificate disciplined in this state or any other state by receiving a letter of reprimand, fine, probation or any other restriction or special condition?
YES NO Do you have any current investigative action pending in this state or any other state against a professional license or certificate or against an application for a professional license or certificate?
YES NO Do you have any current disciplinary action pending in this state or any other state against a professional license or certificate or against an application for a professional license or certificate?

If you answered YES to any of the preceding questions, you must complete U information k in the Legal Affidavit G dd Ya Ybhc b h.Y fyj YfgY side of this page" DYUg/ d'fcj jXY XYHJYX bZfa Uhc b Zf YUWU UZifa UHj Y fYgcbg' and submit t\ jZfa hC Vca d'HY your application.

LEGAL DISCLOSURE SUPPLEMENT

Florida Law requires you to provide a YES or NO answer to the questions within the Legal Disclosure section of your application, even if previously submitted. If you answered YES to any question in the Legal Disclosure section on the application form, you must provide detailed complete information for each affirmative response within the corresponding section in this Legal Disclosure Supplement.

You are not required to acknowledge minor traffic violations. The criminal offense of Driving Under the Influence (DUI) or Driving While Intoxicated (DWI) is **not** a minor traffic violation and should be disclosed on this form.

Having a criminal history or administrative sanction against a professional license does not automatically disqualify a person from receiving a Florida Educator's Certificate, but such incidents will prompt a review by the Office of Professional Practices Services.

A person is **ineligible for educator certification** if the person has been **convicted of a disqualifying offense** as listed in Section 1012.315 Florida Statutes. Please refer to www.myfloridateacher.com for more information.

First Name	Middle Name	Last Name	Former Name	Any Other Last Names / Aliases

SEALED OR EXPUNGED RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

CRIMINAL OFFENSE RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	

LEGAL DISCLOSURE AFFIDAVIT

I, do hereby affirm that all information provided in this Legal Disclosure section and supplement to my application for a Florida Educator's Certificate is true, accurate, and complete.

WARNING: GIVING FALSE INFORMATION IN ORDER TO OBTAIN OR RENEW A FLORIDA EDUCATOR'S CERTIFICATE IS A CRIMINAL OFFENSE UNDER FLORIDA LAW. ANYONE GIVING FALSE INFORMATION ON THIS AFFIDAVIT IS SUBJECT TO CRIMINAL PROSECUTION, AS WELL AS DISCIPLINARY ACTION BY THE EDUCATION PRACTICES COMMISSION.

Applicant's Signature

Date

Degrees and Credits Acceptable for Florida Certification

To receive an evaluation for eligibility, you must hold at least a bachelor's degree from an accredited or approved institution as described below.

DEGREES AWARDED BY U.S. INSTITUTIONS

As official documentation of your educational training, you must submit official transcripts from U.S. institutions reflecting conferral of degrees awarded. A degree awarded by an institution located within the U.S. is acceptable if the institution is authorized to award bachelor's degrees and meets one of the following criteria:

- Accreditation by one of the six regional accrediting associations
- Accreditation by an accrediting agency approved by the U.S. Department of Education
- Acceptance of the degree for certification purposes by the state department of education where the institution is located

You may also submit official transcripts of isolated coursework for consideration in your evaluation. To accept the coursework the official transcript must show that college level credit was awarded by an institution that meets the above criteria and is authorized to award an associate's or higher degree.

College level credits awarded by the American Council on Education (ACE) are also acceptable.

Official transcripts shall be original documents, shall bear the seal of the institution and the signature of the registrar or other official designated by the president of the institution, and shall include descriptive titles, credits, and grades for all courses listed.

DEGREES AWARDED BY INSTITUTIONS OUTSIDE THE U.S.

Applicants who completed academic training outside the United States must hold a degree that is determined to be equivalent to a U.S. accredit bachelor's degree. You should submit the documentation described below with the completed CG-10 application form and processing fee.

Credential evaluation report of United States equivalency

The applicant must submit an original credential evaluation report that includes a statement of United States degree equivalency and a breakdown of coursework into descriptive course titles and semester-hour credits. Documents submitted to the Bureau of Educator Certification become part of the applicant's permanent certification record and cannot be returned. Photocopies are not accepted.

The credential evaluation report may be provided by one of the following:

- an accredited four-year college or university in the United States
- a current member of the National Association of Credential Evaluation Services (NACES)
- a current member of the Association of International Credential Evaluators (AICE)
- a credential evaluation agency approved by the Bureau of Educator Certification.

Criteria for the approval of credential evaluation agencies are outlined in State Board of Education Rule 6A-4.003, Florida Administrative Code.

NON-CITIZENS

Additional information for individuals who are not citizens of the United States.

An applicant who is not a United States citizen may apply for the Statement of Status of Eligibility. However, appropriate immigration status must be established through the United States Citizenship and Immigration Services (USCIS) prior to employment. The Bureau of Educator Certification cannot provide assistance with visas since this is strictly an employment issue. Consequently, matters related to immigration status or visas should be discussed with any prospective employer. Upon employment in an approved Florida school, the employer must submit appropriate documentation of immigration status to the Bureau of Educator Certification as one requirement for issuance of a Florida Educator's Certificate.

Steps to Certification

COMPLETING THE FOLLOWING FOUR STEPS WILL LEAD TO AN INITIAL FLORIDA CERTIFICATE

1 Submit a Complete Application Package—Submit an Application Form CG-10, appropriate nonrefundable processing fee for subject(s) requested, copies of valid certificates you hold from other U.S. states, U.S. territories, National Board for Professional Teaching Standards (NBPTS), or American Board for Certification of Teacher Excellence (ABCTE), and official documentation of all college and university degrees and credits as detailed in Degrees and Credits Acceptable for Florida Certification on the preceding page. You must document at least a bachelor's degree from an accredited or approved institution to complete the application package.

2 Receive an Official Statement of Status of Eligibility—In response to the Complete Application Package, you will receive an Official Statement of Status of Eligibility, which reflects the result of our evaluation and is the official notice of whether or not you qualify for a certificate. The Official Statement either verifies that you qualify for a Florida certificate or lists requirements that must be completed for you to qualify for a certificate. If the Official Statement indicates that you are not eligible, deficiencies must be completed before proceeding to Step 3.

3 Obtain Employment in a Florida School—If the Official Statement reflects that you are eligible for at least a Temporary Certificate, then you are eligible to seek employment as an educator in Florida. Local school board personnel offices provide information about that school district's employment process. You must hold a Temporary or Professional Certificate to teach in Florida's public schools.

4 Submit Fingerprints Processed by the FDLE and FBI—If you are employed with a Florida public school district, the employer will assist you with completing the required fingerprint process and will submit to our office the fingerprint report required for issuance of a Florida Educator's Certificate. If you are employed in an acceptable Florida nonpublic school, the fingerprints are submitted through your employer to the Bureau of Educator Certification.

The individual who holds a Statement of Status of Eligibility (Step 2) verifying eligibility for a Florida Professional Certificate is issued the certificate after his/her fingerprints have been cleared. If you are not seeking employment in Florida or you have an immediate need for issuance of the Professional Certificate, you can request a fingerprint packet by contacting our office, the Bureau of Educator Certification.

NOTE: If your application or fingerprint report reflects a criminal offense record, that information is referred to the Florida Department of Education's Office of Professional Practices Services. Issuance of your certificate is contingent upon the results of its review.

Types of Florida Educator's Certificates

Florida issues two types of Educator's Certificates. The standard renewable certificate in Florida is the **Professional Certificate**, which is valid for five school years. The **Temporary Certificate** is valid for three school years and cannot be renewed. Florida does not issue an "emergency" certificate.

Qualifying for a Professional Certificate

Direct Routes to a Professional Certificate—Florida laws provide for the acceptance of valid standard certificates from other U.S. states, U.S. territories, and the NBPTS to meet all qualifications (mastery of general knowledge, mastery of subject area knowledge, mastery of professional preparation and education competence) for the Professional Certificate. You should submit copies of valid certificates you hold from other U.S. states, U.S. territories, or the NBPTS for consideration in your evaluation for Florida certification.

All applicants must demonstrate each of the following to qualify for the Professional Certificate..

- Mastery of general knowledge (See Options on next page)
- Mastery of subject area knowledge (See Options on next page)
- Mastery of professional preparation and education competence (See Options on next page)

Qualifying for a Temporary Certificate

If you do not qualify for the Professional Certificate, you may qualify for the Temporary Certificate by satisfying one of the following:

- Demonstrate mastery of subject area knowledge (See Options below), **or**
- Complete the degree major or course requirements outlined in Florida State Board of Education Rules for the subject you have requested with a GPA of 2.5 in the subject courses.

Options for Meeting Certification Requirements

Mastery of General Knowledge must be demonstrated by one of the following options:

- A passing score on the Florida General Knowledge Test;
- A valid standard teaching certificate issued by another U.S. state, U.S. territory, NBPTS, or ABCTE; **or**
- Completion of two semesters of acceptable college teaching experience at an accredited or approved institution.

Mastery of Subject Area Knowledge must be demonstrated by one of the following options:

- For bachelor's degree level subjects: A passing score on the appropriate Florida subject area examination;
- For master's degree level subjects: Completion of the required degree and content courses listed in Florida State Board of Education Rule for the subject and a passing score on the appropriate Florida subject area examination;
- For all subject areas: A valid standard certificate issued in the subject at the same degree level required in Florida by another U.S. state, U.S. territory, NBPTS, or ABCTE; **or**
- For some foreign languages: A score above the intermediate level on the oral proficiency interview and a score above the intermediate level on the written proficiency test of the American Council on the Teaching of Foreign Languages (ACTFL).

Mastery of Professional Preparation and Education Competence must be demonstrated by one of the following options:

- Completion of a Florida state-approved teacher preparation program or a teacher education program from an accredited or approved institution outside Florida and a passing score on the Florida Professional Education Test;
- A valid standard teaching certificate issued by another U.S. state, U.S. territory, or NBPTS;
- A valid certificate issued by ABCTE and completion of an approved professional education competence demonstration program;
- Completion of a Florida state-approved district professional development certification program and a passing score on the Florida Professional Education Test;
- Completion of an approved Florida Educator Preparation Institute program and a passing score on the Florida Professional Education Test;
- Completion of an approved Florida College Professional Training Option for Content Majors, completion of teaching experience requirement, completion of an approved professional education competence demonstration program, and a passing score on the Florida Professional Education Test;
- Completion of education courses specified in Florida State Board of Education Rules, completion of teaching experience requirement, completion of an approved professional education competence demonstration program, and a passing score on the Florida Professional Education Test; **or**
- Completion of two semesters of acceptable college teaching experience at an accredited or approved institution and a passing score on the Florida Professional Education Test.

Visit Educator Certification on the Florida Department of Education Web site www.fldoe.org/edcert

- Submit an online application.
- Check your application status.
- Request materials.
- Find the answers to your certification questions.

Note: It is essential that you include either your social security number or Department of Education number to receive assistance through any form of correspondence.

Apply online and get detailed certification information
www.fldoe.org/edcert

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, FL 32399-0400

