



State of New Hampshire, Department of Education
Credentialing
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ALTERNATIVE 4 MEMO

2017-2018 School Year, effective December 13, 2017

The following endorsements are available under Alternative 4 during this school year:

Administrators:

Associate Principal
Business Administrator
Career and Technical Education Director
Curriculum Administrator
Special Education Administrator

Teacher

Chemistry (7-12)
Comprehensive Business Education
Comprehensive Family & Consumer Science
Comprehensive Technology Education
English for Speakers of Other Languages
Health Education
Life Science (7-12)
Mathematics, Middle Level (to Algebra I/Integrated I)
Mathematics, Upper Level (Pre-Algebra to AP Math)
Physical Science (7-12)
Physics (7-12)
Reading and Writing Teacher
World Languages Teacher Classical
World Languages Teacher Modern/ASL

Educational Specialist

Educational Interpreter/Transliterater
School Counseling Director
School Counselor
School Psychologist
School Social Worker
School Speech-Language Specialist

Instructional Specialist

Elementary Mathematics Specialist
Education Technology Integrator
Library Media Specialist
Reading and Writing Specialist

Special Education

Early Childhood Special Education (N-3)
General Special Education

Special Education Categorical

Emotional and Behavioral Disabilities*
Intellectual and Developmental Disabilities*
Specific Learning Disabilities*
Blind and Vision Disabilities
Deaf and Hearing Disabilities

CTE Specialty endorsements

* Requires previous certification in General Special Education or Early Childhood Special Education.

Candidates applying for a Statement of Eligibility (SOE) must hold a conferred Bachelor's degree and have successfully passed Praxis Core Academic Skills for Educators test or equivalent testing. Career and Technical Education Specialty endorsement requirements differ, refer to the last page for further information.

A superintendent or agency head may hire a candidate who holds an Alternative 4 SOE to fill a position in the endorsement area for which they hold the SOE while they pursue certification. An SOE is **NOT** a teaching certificate.

To determine if the candidate qualifies for an SOE, Credentialing must have the following information:

1. Application - visit <https://my.doe.nh.gov> to set up an account and apply online.
2. Official transcript(s) – may be sent electronically to credentialing.docs@doe.nh.gov **ONLY** directly from the college or via mail in an unopened envelope sealed by the institution to the address in our letterhead
3. Praxis Core Academic Skills Test passing scores or comparable test (see p. 2 for more information on comparable tests and p. 6 for CTE Specialty endorsement testing requirements)
4. Processing fee of \$50.00 per endorsement
5. Other documentation for the specific endorsement as listed herein can be emailed to credentialing.docs@doe.nh.gov or mailed to the address in our letterhead

Please be advised that the requirements listed above are required for **ALL AREAS**. See following pages for additional SOE requirements.

NOTE: The Alternative 4 process leads to the same certification as does completion of an approved educator preparation program and should be as rigorous. See <https://www.education.nh.gov/certification/documents/codelist.pdf> for links to each endorsement's full certification administrative rules.

Refer to the **Statement of Eligibility to Intern License Flowchart** and **Alternative 4 and 5 Handbook** at <https://www.education.nh.gov/certification/index.htm> for an explanation of the process for certification after the SOE has been issued.

TESTING INFORMATION

The New Hampshire State Board of Education has chosen *Praxis* Core Academic Skills test as one means of documenting basic academic skills. This requirement must be met before an SOE will be issued for non-CTE Specialty endorsements.

Basic Skills (all initial credentials):

- (1) *Praxis* Core Academic Skills for Educators (Reading, Mathematics, and Writing); OR
- (2) Other states' basic skills testing for educators; OR
- (3) Performance at or above the fiftieth percentile on a nationally recognized test in the areas of reading, writing and mathematics such as, but not limited to, the SAT, GRE, or ACT; OR
- (4) Copy of a full educator certification from out of state; OR
- (5) Issued NH Beginning or Experienced Educator Certification with another endorsement in file

Content Specific (as required):

Before a candidate advances from an Intern License to a Beginning or Experienced Educator Certificate, any required *Praxis* Subject Assessment or comparable test must be passed.

- (1) *Praxis* Subject Assessment; **AND**
- (2) *Foundations of Reading* for Elementary Education, Early Childhood Education, Reading and Writing Teacher, and Reading and Writing Specialist; **OR**
- (3) Other states' subject area test for educators

See <https://www.education.nh.gov/certification/index.htm> for additional testing information.

ENDORSEMENT-SPECIFIC REQUIREMENTS for obtaining an SOE. Documentation is required.

ADMINISTRATORS

Associate Principal

- Must be employed in the role of Associate Principal
- Have completed at least 3 years of experience as an educator; and one of the following:
 - Completed a master's program in school administration/leadership or a related area approved by the state board of education and been recommended for this certification by the designated official of the preparing collegiate department of education;
 - Enrolled in a master's program in school administration/leadership or a related area approved by the state board of education for no longer than a period of 3 years leading to a recommendation for this certification by the designated official of the preparing collegiate department of education upon completion of the program; or
 - Hold a bachelor's degree in education, and have:
 - A recommendation of the superintendent/head of school, and
 - Experience in comparable educational leadership positions in education or other professions

Business Administrator

- Passed academic preparation or work experience in budget management, purchasing, inventory, and personnel management, or
- Completion of the *Educational Organization, Financial Resource Management, and Human Resource Management* modules of the NH Association of School Business Officers "Business Administrator Certificate Program"

Career and Technical Education Director

- Employer verification of at least three years of experience as a credentialed educator
- Eligibility for Associate Principal Administrative Intern Certificate (i.e. enrolled in an Education Administration Leadership program or eligible by transcript review)
- If teaching experience does not include three years in Career and Technical Education the candidate must remain on the Intern license for three years

Curriculum Administrator

- Employer verification of at least 5 years of experience as a classroom teacher
- Passed at least one college course in curriculum, instruction and assessment and one college course in educational leadership
- Master's degree in curriculum, instruction and assessment; education; or a related area required by plan completion

Special Education Administrator

- At least 3 years of employer verified work experience in a special education-related role with responsibilities that included coordination of special education services in addition to classroom support or case management
- Minimum of a master's degree in a Special Education-related field by completion of plan with college coursework in educational leadership such as is required for the Principal endorsement

TEACHER

Chemistry (7-12)

- Passed at least two college courses in chemistry, including a laboratory experience

Comprehensive Business Education

- Passed at least one college course or employer verified work experience of a minimum of six (6) months in at least three of the ten program components.
 1. Accounting
 2. Management and administration
 3. Business Communication
 4. Business Law
 5. Entrepreneurship
 6. Financial literacy
 7. Finance and economic systems
 8. International business
 9. Information systems and technology applications
 10. Marketing

Comprehensive Family & Consumer Science Education

- Passed at least one college course or employer verified work experience of a minimum of six (6) months in at two of the four program areas
 1. Human Growth and Development, or Early Childhood, or Parenting
 2. Family or Interpersonal Relationships
 3. Consumer and Resource Management
 4. Foods, Nutrition, or Wellness

Comprehensive Technology Education

- Passed at least one college course or employer verified work experience of a minimum of six (6) months in at two of the ten program components
 1. Medical technologies
 2. Agricultural technologies
 3. Biotechnologies
 4. Energy, power, and transmission technologies
 5. Information and communications technologies
 6. Transportation technologies
 7. Manufacturing technologies
 8. Construction technologies
 9. New and emerging technologies
 10. Engineering principles and design

English for Speakers of Other Languages

- Documentation of English Language Competence
- Passed one college course in language acquisition/development and one English as a Second Language college course, or two college courses in the same foreign language; or
- Documentation of competence in reading, writing, and speaking a foreign language at a minimum level of Intermediate High according to the 2012 ACTFL Proficiency Guidelines

Health Education

- Passed at least one college course in at least two of the health education program areas
 1. Substance use and abuse
 2. Injury and violence prevention safety
 3. Healthful eating and nutrition concepts
 4. Family life and healthy relationships
 5. Comprehensive sexuality education
 6. Behavioral and emotional health
 7. Personal, community, and consumer health

Life Science (7-12)

- Passed at least two college courses in life science, including a laboratory experience

Mathematics, Middle Level (to Algebra I/Integrated I)

- Passed at least two college courses in mathematics, at least one of which is a college algebra course or comparable course

Mathematics, Upper Level (Pre-Algebra to AP Math)

- Passed at least two college courses in mathematics, at least one of which is a calculus course or comparable course

Physical Science (7-12)

- Passed at least two college courses in physical science (**one chemistry and one physics**), including a laboratory experience

Physics (7-12)

- Passed at least two college courses in physics, including a laboratory experience

Reading and Writing Teacher

- In order to pursue this endorsement, the candidate must be certified as an educator in another area
- Employer verification of two years of classroom teaching experience while holding a valid educator credential
- Passing scores on the Foundations of Reading test
- Coursework in reading instruction

World Languages Teacher

Classical (Greek, Latin)

Modern (Arabic, Chinese, Mandarin Chinese, French, German, Italian, Russian, Spanish)

- Competence in reading, writing, listening and speaking the language at a minimum level of Intermediate High according to the 2012 ACTFL Proficiency Guidelines

American Sign Language

- At least two years of experience using ASL; and one of the following:
 - ASL proficiency as described by American Sign Language Teachers' Association Area 1 (2014), "Signing" and "Attending," as specified in Appendix II; or
 - ASL mastery equivalent to proficiency level 3 as described by Gallaudet University's ASL Proficiency Interview Diagnostics

EDUCATIONAL SPECIALIST

Educational Interpreter/Transliterater

- Hold a minimum of an Associate's Degree
- Meet one of the following entry level requirements:
 - Receive a passing score on the NH Vocational Rehabilitation Interpreter screening assessment, OR
 - Receive a passing grade on the practical examination in signing for the EIPA Performance Test (EIPA-PT); OR
 - Hold a current National Interpreter Certification from either the Registry of Interpreters of the Deaf (RID) or National Association of the Deaf (NAD) certification score of at least level III

School Counseling Director

- Possess a Master's degree in school counseling or related area
- Hold current NH certification as a school counselor
- Employer verification of at least two years of full-time experience as a school counselor

School Counselor

- Passed at least 2 courses in counseling, that includes professional ethics in counseling
- Master's degree by plan completion

School Psychologist

- Valid current professional license as a Psychologist, Independent Clinical Social Worker (LICSW) or Clinical Mental Health Counselor (LCHMC), or
- Enrolled in a graduate program leading to School Psychology with documentation of passing graduate level college coursework in advanced human development, psychopathology, counseling theory and practice and at least 9 credits in assessing Intellectual and Developmental Disabilities, Emotional and Behavioral Disorders and Specific Learning Disabilities

School Social Worker

- Passed at least two college courses in social work
- Master's level program in Social Work by plan completion

School Speech-Language Specialist

- Hold a conferred Bachelor's degree in Speech Pathology or Communications Disorders
- By plan completion, candidates for School Speech-Language Specialist must obtain a Master's degree in Communication Disorders or a closely related area.

INSTRUCTIONAL SPECIALIST

Elementary Education Mathematics Specialist (K-6)

- The candidate shall have at least a master's degree in mathematics, education or a related field
- A passing score on the Praxis II Middle School Mathematics test or comparable test
- Completed at least 3 years of successful classroom teaching of mathematics within grades K-6

Education Technology Integrator

- Passed at least two post-secondary courses in Information and Communication Technology
- Employer verification of at least 6 month's work experience in Information and Communication Technology may be substituted for one of the courses

Library Media Specialist

- Passed at least two college courses in Library and Information Science
- Employer verification of at least 6 month's work experience in a library or educational media center may be substituted for one of the courses

Reading and Writing Specialist

- Employer verification of three years of classroom teaching experience while holding a valid educator credential
- Coursework in reading instruction and diagnostic assessment of reading problems
- Passing scores on the Foundations of Reading test
- Completion of Master's degree by end of plan for certification

SPECIAL EDUCATION INSTRUCTIONAL SPECIALISTS

Early Childhood Special Education (N-3)

- Passed at least two college courses in Special Education, and
- Passed at least two college courses in:
 - Reading Instruction, and
 - Developmental Psychology

General Special Education

- Passed at least two college courses in Special Education

SPECIAL EDUCATION CATEGORICAL ENDORSEMENTS

*** A candidate who wishes to pursue a categorical area endorsement must first hold certification in General Special Education or Early Childhood Special Education.**

***Emotional and Behavioral Disabilities**

- Passed at least one college course specifically in the specialty area of Emotional and Behavioral Disabilities

***Specific Learning Disabilities**

- Passed at least one college course specifically in the specialty area of Specific Learning Disabilities

***Intellectual and Developmental Disabilities**

- Passed at least one college course specifically in the specialty area of Intellectual and Developmental Disabilities

Blind and Vision Disabilities

- Passed at least two college courses specifically in the specialty area of Blind and Vision Disabilities
- Documentation of fluency in reading and writing in Braille and Nemeth Braille

Deaf and Hearing Disabilities

- Documentation of competency – Passed at least one college course in the area of Deaf and Hearing disabilities
- ASL proficiency as described by American Sign Language Teachers' Association Area 1, "Signing" and "Attending," or ASL mastery equivalent to proficiency Level 3 as described by Gallaudet University's ASL Proficiency Interview Diagnostics

SPECIFIC INFORMATION REGARDING CAREER AND TECHNICAL EDUCATION SPECIALTY AREAS

Ed 507.02 and 507.03

See Endorsement List on our website <https://www.education.nh.gov/certification/index.htm> for a complete list of CTE Specialty endorsements available.

Testing requirement:

- Career and Technical Specialty area candidates should take the Praxis Core Academic Skills test prior to applying for an SOE. If the scores are not passing, the candidate will need to address the areas of the test not passed in the Beginning of Plan IPDP (Individualized Professional Development Plan).

Degree/Experience requirement:

- Documentation of bachelor's degree or higher in the career and technical education-related area for which certification is sought, OR
- Documentation of one (1) year of employer verified, fulltime work experience in the career and technical education-related area for which certification is sought and official transcript if the candidate has completed at least a 2-year career and technical program in the area of certification, OR
- Documentation of two (2) years of employer verified, fulltime work experience in the career and technical education-related area for which certification is sought and verification of having earned a high school diploma or equivalent if the candidate has not completed at least a 2-year career and technical program in the area of certification, AND
- Copy of professional/trade license, if applicable.