ALTERNATIVE 4 MEMO
effective 8/5/2019

All endorsements required by the NH State Board of Education are available under Alternative 4 except:

- District Administrator (please contact our office regarding licensure)
- Elementary Education K-6/K-8 (Available under Alternative pathway 1, 2, 3A, 3B, 5)
- Paraeducator I and II (initial application/full licensure only)
- Physical and Health Disabilities (Available under Alternative pathway 1, 2, 3A)
- Principal (Available under Alternative pathway 1, 2, 3A, 3C)
- School Nurse I, II, III (initial application/full licensure only)
- Superintendent (Available under Alternative pathway 1, 2, 3A, 3C)

A superintendent/head of school may hire a candidate who holds an Alternative 4 Statement of Eligibility (SOE) to fill a position in the endorsement area for which they hold the SOE and continued employment while pursuing full licensure under an Intern Authorization. An SOE is NOT an authorization for continued employment or a full license.

Candidates applying for an SOE must:

- hold at least a conferred Bachelor’s degree (some endorsements require advanced degrees), AND
- have successfully met the Basic Academic Skills Assessment (not required for School Counselor, School Psychologist, School Social Worker, School Speech-Language Specialist) [https://www.education.nh.gov/certification/documents/basa-subject-testing.pdf](https://www.education.nh.gov/certification/documents/basa-subject-testing.pdf)
- Career and Technical Education Specialty Area endorsement requirements differ. Please refer to the last page for further information.

To submit:

- Application and fee: visit [https://my.doe.nh.gov](https://my.doe.nh.gov) to login/set up an account, apply online, and submit processing fee of $50.00 per endorsement.
  - If a candidate has applied for an SOE under Alternative 5 and was found to have unmet requirements, but is now eligible under Alternative 4, a new application under Alternative 4 must be submitted at [https://my.doe.nh.gov](https://my.doe.nh.gov)
  - If a candidate has already applied for a particular endorsement via another pathway (Alt 1, 2, 3), a paper application and check/money order, instead of an online application, must be submitted. [https://www.education.nh.gov/certification/documents/app-alt2-5-fillable.pdf](https://www.education.nh.gov/certification/documents/app-alt2-5-fillable.pdf)


- Transcript(s) with registrar’s signature
- Documentation of meeting Basic Academic Skills Assessment (for non-CTE Specialty Areas)
- Specific endorsement requirements as listed herein

Endorsements eligible for deferment and cancellation of some student loans can be found here: [https://www2.ed.gov/about/offices/list/ope/pol/tsa.html](https://www2.ed.gov/about/offices/list/ope/pol/tsa.html)

Refer to the **Statement of Eligibility to Intern Authorization Flowchart** and **Alternative 4 and 5 Handbook** located at [https://www.education.nh.gov/certification/index.htm](https://www.education.nh.gov/certification/index.htm) for an explanation of the process for licensure after the SOE has been issued. Additional subject testing may be required while under an Intern Authorization for full licensure. [https://www.education.nh.gov/certification/documents/basa-subject-testing.pdf](https://www.education.nh.gov/certification/documents/basa-subject-testing.pdf)
Candidates cannot use testing to meet full licensure competencies on endorsement competency assessments. NOTE: The Alternative 4 process leads to the same license as 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 licensure administrative rules.

**SPECIFIC ENDORSEMENT REQUIREMENTS**  
***Documentation required if applicable***  
Experience: employer verified letter  
Coursework and degrees: transcript with registrar’s signature  
Test Scores: test score report with applicant’s identifying information

**ADMINISTRATORS**

**Assistant Superintendent**  
- Completed at least 3 years’ experience as an educational administrator in a k-12 setting, **AND**  
- Enrolled in a state board of education approved school administration program at the post-master’s certificate of advanced graduate study (CAGS), educational specialist, or doctoral level.  
- **Application for an Alternative 4 SOE and meeting the requirements above will result in issuance of a full endorsement of Assistant Superintendent (no SOE/plan/Intern Authorization needed).** A candidate employed as an Assistant Superintendent shall meet the requirements of Ed 506.01 Superintendent within 3 years of the issuance of an Assistant Superintendent endorsement. During this 3-year period, the candidate may remain employed as an assistant superintendent.

**Associate Principal**  
- 3 references from persons who attest to the candidate’s proficiencies in the required leadership area, **AND**  
- Completed at least 3 years’ experience as an educator, **AND**  
- One of the following:  
  - Completed a Master’s program in School Administration/Leadership or Education approved by the state board of education and been recommended for Principal licensure by the designated official of the preparing collegiate department of education **(Application for an Alternative 4 SOE and meeting the requirements above will result in issuance of a full endorsement of Associate Principal -no SOE/plan/Intern Authorization required)**, **OR**  
  - Enrolled in a Master’s program in School Administration/Leadership or Education approved by the state board of education for no longer than a period of 3 years leading to a recommendation for Principal licensure by the designated official of the preparing collegiate department of education upon completion of the program **(Application for an Alternative 4 SOE and meeting the requirements above will result in issuance of a full endorsement of Associate Principal -no SOE/plan/Intern Authorization required)**, **OR**  
  - Hold a bachelor’s degree in education, **AND**  
    - Submit a recommendation from the superintendent/head of school  
    - **Application for an Alternative 4 SOE and meeting the requirements above will result in issuance of an SOE. Plan/Intern Authorization required.**

**Business Administrator**  
- Passed 2 courses in accounting **AND** 1 course in budget management, purchasing, and inventory. **Employer verification of at least 6 months’ work experience in budget management, purchasing, and inventory may be substituted for the 1 course in budget management, purchasing and inventory, **OR****  
- Bachelor’s or Master’s degree in Business by plan completion
Career and Technical Education Director
- Completed at least 3 years’ experience as a credentialed educator, AND
- Eligibility for Associate Principal Administrative Intern Authorization (i.e. enrolled in an Education Administration Leadership program), OR
- Eligibility for Principal licensure by transcript review, OR
- Passed Praxis 5412 Educational Leadership: Administration and Supervision (score 146)
- If educator experience does not include 3 years in Career and Technical Education, the candidate must remain on the Intern Authorization for 3 years.
- Master’s degree in Education, Educational Leadership or related area required by plan completion

Curriculum Administrator
- Completed at least 5 years’ experience as a classroom teacher, AND
- Passed at least 1 college course in curriculum, instruction and assessment and 1 college course in educational leadership, OR
- Passed Praxis 5412 Educational Leadership: Administration and Supervision (score 146)
- Master’s degree in Curriculum, Instruction and Assessment; Education; or a related area required by plan completion

Special Education Administrator
- Completed at least 3 years’ experience in a special education-related role (general special education/early childhood special education, speech-language pathologist or specialist, school psychologist, blind and vision impairment, deaf and hard of hearing, specific learning disabilities, intellectual and developmental disabilities, physical and health disabilities, and emotional and behavioral disabilities)
- 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

EDUCATIONAL SPECIALISTS

Educational Interpreter/Transliterator
- Hold a minimum of an Associate’s Degree, AND
- Meet one of the following entry level requirements:
  o Receive a passing score on the NH Vocational Rehabilitation Interpreter screening assessment, OR
  o Receive a passing grade on the practical examination in signing for the EIPA Performance Test (EIPA-PT), OR
  o 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

Library Media Coordinator
- Completed at least 3 years’ experience as a Library Media Specialist (in a K-12 school setting), AND
- Meet one of the following entry level requirements:
  o 2 courses in Educational Leadership and Administration, OR
  o Pass Praxis 5412 Educational Leadership: Administration and Supervision (score 146)
- Master’s degree in Library Science, Library and Information studies, or a closely related field, such as Education required by plan completion

School Counseling Director
- Possess a Master’s degree in School Counseling, Counseling, Mental Health, Psychology or Social Work, AND
- Hold current NH licensure as a school counselor, AND
- Employer verification of at least 2 years’ full-time experience as a school counselor
School Counselor (no Basic Academic Skills Assessment required)
- Passed at least 2 courses in counseling, that includes professional ethics in counseling OR
- Passed Praxis 5421 Professional School Counselor (score 156)
- Master’s degree in School Counseling, Counseling, Mental Health, Psychology or Social Work by plan completion

School Psychologist (no Basic Academic Skills Assessment required)
- 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 PhD, CAGS, Educational Specialist or Master’s in 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 (no Basic Academic Skills Assessment required)
- Passed at least 2 college courses in social work, that includes professional ethics in social work
- Master’s degree in School Social Work or Social Work by plan completion

School Speech-Language Specialist (no Basic Academic Skills Assessment required)
- Hold a Bachelor’s degree in Speech-Language Pathology or Communications Disorders
- Master’s degree in Speech-Language Pathology or Communication Sciences/Disorders by plan completion

INSTRUCTIONAL SPECIALIST

Digital Learning Specialist
- Passed at least 2 college courses in Information and Communication Technology
- Employer verification of at least 6 months’ work experience in Information and Communication Technology may be substituted for one of the courses

Elementary Mathematics Specialist (K-6)
- The candidate shall have at least a master’s degree in mathematics, education or a related field, AND
- Passed Praxis 5169 Middle School Mathematics (score 165) or comparable test, AND
- Completed at least 3 years’ successful classroom teaching of mathematics within grades K-8

Library Media Specialist
- Passed at least 2 college courses in Library and Information Science, OR
- Passed Praxis 5311 Library Media Specialist (score 148)
- Employer verification of at least 6 months’ work experience in a library or educational media center may be substituted for one of the courses

Reading and Writing Specialist
- Employer verification of at least 3 years’ classroom teaching experience, AND
- At least 1 college course in reading instruction and 1 college course in diagnostic assessment of reading problems, AND
- Passing scores on Pearson Foundations of Reading (score 240) or comparable test
- Completion of Master’s degree in Literacy or related area by plan completion

TEACHER

Chemistry (7-12)
- Passed at least 2 college courses in chemistry, including a laboratory experience, OR
- Passed Praxis 5245 Chemistry: Content Knowledge (score 153) or comparable test
Comprehensive Agricultural Education
- Passed at least 2 college courses in agriculture, **OR**
- Passed Praxis 5701 Agriculture (score 147)
- Employer verification of at least 6 months’ work experience in agriculture may be substituted for one of the courses

Comprehensive Business Education
- Passed at least 1 college course or employer verified work experience of a minimum of 6 months in at least 3 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
- **OR** passed Praxis 5101 Business Education: Content Knowledge (score 154)

Comprehensive Family & Consumer Science Education
- Passed at least 1 college course or employer verified work experience of a minimum of 6 months in at least 2 of the 4 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
- **OR** passed Praxis 5122 Family and Consumer Science (score 153)

Comprehensive Marketing
- Passed at least 2 college courses in Marketing, **OR**
- Passed Praxis 5561 Marketing Education (score 157)
- Employer verification of at least 6 months’ work experience in marketing may be substituted for one of the courses

Comprehensive Technology Education
- Passed at least 1 college course or employer verified work experience of a minimum of 6 months in at least 2 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
- **OR** passed Praxis 5051 Technology Education (score 159)
Computer Science
- *Computer Science includes algorithms, computing innovations/emerging technologies, programming, data/analysis (encoding, compression, encryption, computational tools), computing systems and networks (hardware/software, program execution, local/network/cloud computing and storage), and cybersecurity.*
- Passed at least 2 college courses in computer science, **OR**
- Passed Praxis 5652 Computer Science (score 149)
- Employer verification of at least 6 months’ work experience in computer science may be substituted for one of the courses

Dance
- Passed at least 2 college courses in dance
- Employer verification of at least 6 months’ work experience in dance may be substituted for one of the courses, **OR**
- Documentation of dance ability *(please contact our office for additional information)*

Early Childhood Education (N-3)
- Passed at least 2 college courses in early childhood, at least 1 of which is language/literacy or child development, **OR**
- Passed Praxis 5024 Education of Young Children (score 160) or comparable test

Earth and Space Science (7-12)
- Passed at least 2 college courses in earth and space science, **OR**
- Passed Praxis 5571 Earth and Space Sciences: Content Knowledge (score 148) or comparable test

English (5-8)
- Passed at least 2 college courses in English, **OR**
- Passed Praxis 5047 Middle School English Language Arts (score 164) or comparable test

English (5-12)
- Passed at least 2 college courses in English, **OR**
- Passed Praxis 5039 English Language Arts: Content and Analysis (score 168) or comparable test

English for Speakers of Other Languages
- For foreign language native speakers: Documentation of English Language Competence through local evaluation *(please contact our office for additional information)* **AND**
- Passed 1 college course in language acquisition/development and 1 English as a Second Language college course, or 2 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, **OR**
- Passed Praxis 5362 English to Speakers of Other Languages (score 155)

Health Education
- Passed at least 1 college course in at least 2 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
- **OR** passed Praxis 5551 Health Education (score 155)

Life Science (7-12)
- Passed at least 2 college courses in life science, including a laboratory experience, **OR**
- Passed Praxis 5235 Biology: Content Knowledge (score 153) or comparable test
Mathematics, Middle Level (to Algebra I/Integrated I)
- Passed at least 2 college courses in mathematics, at least 1 of which is a college algebra course or comparable course, OR
- Passed Praxis 5169 Middle School Mathematics (score 165) or comparable test

Mathematics, Upper Level (Pre-Algebra to AP Math)
- Passed at least 2 college courses in mathematics, at least 1 of which is a calculus course or comparable course, OR
- Passed Praxis 5161 Mathematics: Content Knowledge (score 160) or comparable test

Music Education
- Passed at least 2 college courses in music, OR
- Passed Praxis 5113 Music: Content Knowledge (score 161) or comparable test
- Employer verification of at least 6 months' work experience in music may be substituted for one of the courses, OR
- Documentation of vocal or instrumental performance ability (please contact our office for additional information)

Physical Education
- Passed at least 2 full semester, full college courses in physical education (comparable to a 3 credit course), OR
- Passed Praxis 5095 Physical Education: Content and Design (score 169) or comparable test

Physical Science (7-12)
- Passed at least 2 college courses in physical science (1 chemistry and 1 physics), including a laboratory experience, OR
- Passed Praxis 5245 Chemistry: Content Knowledge (score 153), OR 5435 General Science: Content Knowledge (score 147), OR 5265 Physics: Content Knowledge (score 146) or comparable test

Physics (7-12)
- Passed at least 2 college courses in physics, including a laboratory experience, OR
- Passed Praxis 5265 Physics: Content Knowledge (score 146)

Reading and Writing Teacher
- Employer verification of 2 years’ classroom teaching experience while holding a valid educator credential, AND
- Passing scores on Pearson Foundations of Reading (score 240) or comparable test, AND
- At least 1 course in reading instruction

Science (5-8)
- Passed at least 2 college courses in science (earth/space, physical or life science), OR
- Passed Praxis 5440 Middle School Science (score 150) or comparable test

Social Studies (5-8)
- Social Studies includes history, civics, government, economics, geography, anthropology, psychology, sociology.
- Passed at least 2 college courses in social studies, OR
- Passed Praxis 5089 Middle School Social Studies (score 153) or comparable test

Social Studies (5-12)
- Social Studies includes history, civics, government, economics, geography, anthropology, psychology, sociology.
- Passed at least 2 college courses in social studies, OR
- Passed Praxis 5086 Social Studies: Content and Interpretation (score 153) or comparable test
**Theatre**
- Theatre includes play analysis, production, playwriting, acting, directing, technical theatre and design (i.e. scenery/set construction, make-up, costumes, lighting and sound), theatre history/culture/social meanings.
- Passed at least 2 college courses in theatre, OR
- Passed Praxis 5641 Theater (score 155)
- Employer verification of at least 6 months’ work experience in theatre may be substituted for one of the courses

**Visual Arts Education**
- Visual Arts includes drawing, painting, printmaking, ceramics, sculpture, digital and electronic technologies, fiber arts, photography, mixed media/materials, cultural art forms, jewelry, installation and non-traditional materials.
- Passed at least 2 college courses in visual arts, OR
- Passed Praxis 5134 Art: Content Knowledge (score 158)
- Employer verification of at least 6 months’ work experience in visual arts may be substituted for one of the courses, OR
- Documentation of artistic ability (please contact our office for additional information)

**World Languages Teacher**

**Arabic, Chinese, Chinese (Mandarin), French, German, Greek, Hebrew, Italian, Japanese, Latin, Polish, Russian, Spanish, Swedish**

- Competence in reading, writing, listening and speaking the language at a minimum level of Intermediate High according to the 2012 ACTFL Proficiency Guidelines, OR
- Passed the corresponding language Praxis 5601 Latin (score 156), 5665 Chinese (Mandarin): World Language (score 155), 5174 French: World Language (score 162), 5183 German: World Language (score 163), 5195 Spanish: World Language (score 168), or comparable test

**American Sign Language**
- At least 2 years’ 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

**SPECIAL EDUCATION INSTRUCTIONAL SPECIALISTS**

**Early Childhood Special Education (N-3)**
- Passed at least 2 college courses in Special Education and passed at least 1 college course in Reading Instruction and 1 college course in Developmental Psychology, OR
- Passed Praxis 5691 Special Education: Preschool/Early Childhood (score 159)

**General Special Education**
- Passed at least 2 college courses in Special Education, OR
- Passed Praxis 5354 Special Education: Core Knowledge and Applications (score 151)
SPECIAL EDUCATION CATEGORICAL ENDORSEMENTS

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

*Emotional and Behavioral Disabilities
  - Passed at least 2 college course specifically in the specialty area of Emotional and Behavioral Disabilities, OR
  - Passed Praxis 5372 Special Education: Teaching Students with Behavioral Disorders/Emotional Disturbances (score 154)

*Intellectual and Developmental Disabilities
  - Passed at least 2 college course specifically in the specialty area of Intellectual and Developmental Disabilities, OR
  - Passed Praxis 5322 Special Education: Teaching Students with Intellectual Disabilities (score 156)

*Specific Learning Disabilities
  - Passed at least 2 college course specifically in the specialty area of Specific Learning Disabilities, OR
  - Passed Praxis 5383 Special Education: Teaching Students with Learning Disabilities (score 151)

Blind and Vision Disabilities
  - Documentation of fluency in reading and writing in Braille, AND
  - Passed at least 2 college courses specifically in the specialty area of Blind and Vision Disabilities, OR
  - Passed Praxis 5282 Special Education: Teaching Students with Visual Impairments (score 163)

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, AND
  - Passed at least 2 college course in the area of Deaf and Hearing disabilities, OR
  - Passed Praxis 5272 Special Education: Deaf and Hard of Hearing Students (score 160)

CAREER AND TECHNICAL EDUCATION SPECIALTY AREAS

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

  • Basic Academic Skills Assessment requirement:
    o If the Basic Academic Skills Assessment requirement has not yet been met, Career and Technical Specialty area candidates must take the Praxis Core Academic Skills test prior to applying for an SOE.
    o 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:
    o Documentation of Bachelor’s degree or higher in the career and technical education-related area of the endorsement, OR
    o Documentation of 1 year of employer verified, fulltime work experience in the career and technical education-related area of the endorsement AND completion of at least a 2-year career and technical program in the area of endorsement, OR
    o Documentation of 2 years’ employer verified, fulltime work experience in the career and technical education-related area of the endorsement AND a high school diploma or equivalent, OR
    o Completion of at least a 2-year career and technical program in the area of endorsement AND copy of corresponding professional/trade license, if applicable.