

ARKANSAS DEPARTMENT OF EDUCATION
RULES GOVERNING TEACHER LICENSURE BY RECIPROCITY
May 24, 2004

1.00 REGULATORY AUTHORITY

- 1.01** These rules shall be known as the Arkansas Department of Education Rules Governing Teacher Licensure by Reciprocity.
- 1.02** These regulations are enacted pursuant to the authority of the State Board of Education under Ark Code Ann. § 6-11-105 and Ark. Code Ann. § 6-17-402 as amended by Act 754 of 2003.

2.00 PURPOSE

- 2.01** These rules amend the previous Rules and Regulations Governing the Certification Laws and Regulations. These rules govern provisional, initial, or standard licensure through reciprocity.

3.00 REQUIREMENTS FOR INITIAL OR STANDARD LICENSURE BY RECIPROCITY

3.01 Eligibility

- 3.01.1** Applicants shall hold or be eligible to hold a valid or expired provisional, initial or standard teaching license from another state or country.
- 3.01.2** Any applicant that has completed a teacher preparation program from another state or country but did not license.

3.02 General Requirements

- 3.02.1** Applicants for licensure through reciprocity shall complete the application form, criminal background check and provide a copy of a current or expired teaching license, verification of three years teaching experience, and/or copies of test scores required for out-of-state or out-of-country licensure and official transcripts reflecting the completion of Bachelor's Degree (Master's Degree when required) from a National Council for Accreditation of Teaching Education (NCATE) or regionally accredited institution of higher education.
- 3.02.2** Applicants for licensure through reciprocity holding a current out-of-state or out-of-country teaching license and current certification from the National Board of Professional Teaching Standards (NBPTS), shall be eligible for the five-year standard teaching

license upon submission of a completed application form, official transcripts, copy of current out-of-state or out-of-country teaching license and successful completion of the required background checks

3.02.3 Teachers licensing through reciprocity with less than one-year of teaching experience shall participate in the mentoring program during the first year of teaching. The Praxis III Performance Assessment shall not be required for teachers holding a current or expired standard out-of-state or out-of-country license at the time they applied for their Arkansas teaching license.

3.02.4 Any individual who holds a valid teaching license from another state, and who has not graduated from an NCATE, or regionally accredited institution of higher education, may make application to the Non-Traditional Licensure Program, where academic credentials and relevant life experiences will be evaluated.

3.02.5 Candidates from countries not included in the National Association of State Directors of Teacher Education and Certification (NASDTEC) agreements may make application for admission into the Non-traditional Licensure Program.

3.02.6 Professional exams required for out-of state or out-of-country teacher licensure may be accepted for Arkansas teacher licensure.

3.02.7 Required assessments for Arkansas licensure through reciprocity shall be waived upon providing the following documentation:

3.02.7.1 Valid out-of-state or out-of-country license as a teacher, administrator, Librarian, Counselor or in other compatible licensure areas as identified in the areas and levels of licensure as adopted by the State Board of Education.

3.02.7.2 Three years of teaching experience as documented on school district, agency or organization letterhead.

Teaching experience shall be defined as that experience earned while employed as a licensed teacher, administrator, librarian or counselor for a public or private school, agency or organization in a Pre-Kindergarten through grade twelve setting.

OR

- 3.02.7.3** Score report reflecting a passing score for the Assessment(s) required for the out-of-state or out-Of country teaching license (OR) written verification from the licensing agency that the required assessment(s) for licensure were successfully completed.
- 3.02.8** All out-of-country applicants shall have their credentials evaluated by one of the private credential evaluation agencies located in the United States. The private evaluation agency shall complete a course-by-course evaluation of the applicant's transcript, indicate the applicants major area of study and document whether the applicants degree is equivalent to one that would have been completed at an institution of higher education in the United States. The private evaluation agency shall also document whether the professional preparation for teacher licensure out-of-country and the areas of teacher licensure represented by the out-of-country license are equivalent to the preparation required for teacher licensure in the United States.
- 3.02.9** Applicants from out-of-state or out-of-country with an expired license shall take and pass the Praxis II Specialty Area Test(s) for all areas of standard licensure and the Praxis II Principles of Learning and Teaching for the appropriate level of teacher licensure to be eligible for a standard Arkansas teaching license. Applicants with an expired license from out-of-state or out-of-country shall not be eligible for a provisional license.
- 3.02.10** Out-of-state and out-of-country applicants for teacher licensure whose current license was granted without professional exams, and who cannot document at least three years of teaching experience, shall take and pass the Praxis II Specialty Area Test for all areas of standard licensure endorsements and the Praxis II Principles of Learning and Teaching for the appropriate level of teacher licensure.
- 3.02.11** All candidates with licensure areas/endorsements from other states or countries with reciprocity agreements through NASDTEC shall automatically receive the Arkansas equivalent licensure area(s)/endorsements, provided all other licensure requirements have been met.
- 3.02.12** Applicants from out-of-state or out-of-country with a license in special education or a related service area(s), i.e. Visual

Specialist or Hearing Specialist, seeking a standard teaching license shall initially meet the standards established for such licensure in Arkansas to receive a standard teaching license. A one year, renewable twice, provisional teaching license shall be available for those applicants not meeting the established standards for special education licensure. The applicant shall meet the standards established for special education licensure within three years of receiving a provisional license to be in keeping with the “highest standards” of the Individuals with Disabilities Education Act Amendments of 1997 pertaining to qualified personnel. The Office of Special Education will assist the Office of Professional Licensure in identifying the course of action for meeting Arkansas standards for licensure in special education or related service area(s). The provisional license shall be converted to a standard license upon meeting the established standards for Arkansas special education licensure.

3.02.13 Teachers and/or administrators being licensed in Early Childhood P-4, any Middle School area or Secondary Social Studies, shall complete a three-hour course in Arkansas History before receiving a standard Arkansas teaching license. A one-year, non-renewable provisional teaching license shall be available for those that haven’t completed the three-hour Arkansas History course.

3.02.14 Applicants whose standard teaching area(s) are not compatible with an Arkansas standard teaching area shall receive the teaching area that most closely parallels their out-of-state or out-of-country licensure area(s).

When the standard teaching area(s) are not compatible, the applicant shall take and pass the required Praxis II Specialty Area Exam(s) for all parts of the licensure area(s) requested through reciprocity that are not compatible with the Arkansas licensure area(s).

3.02.15 Applicants whose endorsement(s) are not compatible with an Arkansas endorsement area, shall take the required Praxis II Specialty Area Exam(s) for the Arkansas endorsement area(s) that most closely parallels their out-of-state or out-of-country endorsement area(s) in order to add the Arkansas endorsement area(s) to their standard teaching license. In cases where the endorsement area does not have a subject specific Praxis II Specialty Area Exam, the applicant shall

complete the prescribed program of study for the endorsement area and Praxis II Exam assigned to that endorsement area.

- 3.02.16** A Provisional teaching license shall become effective for one year from the date the teacher/administrator is hired.
- 3.02.17** A Standard teaching license will become effective January 1 of the year the license is issued and shall expire December 31 of the last year the license is valid. A Standard teaching license issued prior to January 1, 2002 shall be valid for six years if based on a Bachelor's Degree and shall be valid for ten years if based on a Master's Degree. A standard teaching license issued after January 1, 2002 shall be valid for five years.
- 3.02.18** A provisional license shall not be issued to any person possessing a valid Arkansas standard teaching license.
- 3.02.19** Candidates who completed an out-of-state or out-of-country teacher preparation program but never licensed, shall meet the following requirements for their Initial Arkansas teaching license.
 - 3.02.19.1** Submit an application for teacher licensure.
 - 3.02.19.2** Submit an official transcript reflecting the completion of an NCATE or regionally accredited out-of-state or out-of-country teacher preparation program and a minimum of a Bachelor's Degree (Master's when required).
 - 3.02.19.3** When it has been longer than five years since program completion, the applicant shall have his/her transcripts evaluated by an Arkansas college or university against current requirements for Initial license.
 - 3.02.19.4** Document successful completion (passing) of the state required basic skills assessment(s), specialty area assessment(s), and pedagogical assessment.
 - 3.02.19.5** Successfully complete a background check through the Arkansas State Police and the Federal Bureau of Investigation as required by Ark. Code Ann. § 6-17-410.

3.02.20 Only the areas of licensure and/or endorsement listed on an out-of-state or out-of-country license shall be recognized for licensure through reciprocity.

3.02.21 Candidates from out-of-state or out-of-country that have completed a teacher education program and hold an initial or provisional teaching license shall meet the following requirements for their Arkansas three-year initial teaching license.

3.02.21.1 Submit an application for teacher license.

3.02.21.2 Submit an official transcript reflecting the completion of an NCATE or regionally accredited out-of-state or out-of-country teacher preparation Program and a minimum of a Bachelor's Degree (Master's when required).

3.02.21.3 When it has been longer than five-years since program completion, the applicant shall have his/her transcripts evaluated by an Arkansas college or university against current requirements for initial licensure.

3.02.21.4 Document testing that was required for the out-of-state or out-of-country initial or provisional teaching license. When it cannot be documented that the applicant has met the requirements of section 3.02.7, the applicant shall successfully complete the state required basic skills assessments(s), specialty area assessment(s) and pedagogical assessment.

3.02.21.5 Successfully complete a background check through the Arkansas State Police and the Federal Bureau of Investigation as required by Ark. Code Ann 6-17-410.

3.02.22 The Office of Professional Licensure, as authorized by the State Board of Education, reserves the right to amend and/or rescind any Arkansas teaching license that has been issued in error.

4.00 REQUIREMENTS FOR OBTAINING A PROVISIONAL TEACHING LICENSE BY RECIPROCITY

4.01 A one-year non-renewable, provisional teaching license shall be available to out-of-state or out-of-country applicants that have completed

a teacher preparation program but have not licensed or hold an initial or provisional license, upon providing the following documentation.

- 4.01.1** A completed application for licensure.
 - 4.01.2** Official transcripts reflecting the completion of a Bachelor's Degree (Master's Degree where required) from a regionally and/or NCATE accredited out-of-state or out-of country teacher preparation program.
 - 4.01.3** Successful completion of both parts of the required background checks (Arkansas State Police and Federal Bureau of Investigation).
 - 4.01.4** Out-of-country applicants shall present documentation of transcript evaluation by an independent evaluation agency in the United States as specified in section 3.02.8.
 - 4.01.5** Proof of employment on the verification of provisional licensure eligibility form indicating employing school district and hire date.
 - 4.01.6** Copy of out-of-state or out-of-country teaching license.
 - 4.01.7** All coursework assessed because it has been longer than five years since program completions, shall be completed prior to receiving a provisional teaching license.
- 4.02** A one-year renewable (two times) provisional teaching license shall be available to out-of-state or out-of-country applicants whose licensure area(s) are incompatible with an Arkansas licensure area upon providing the following documentation.
- 4.02.1** A completed application for licensure.
 - 4.02.2** Official transcripts reflecting the completion of a Bachelor's Degree (Master's Degree where required) from a regionally and/or NCATE accredited out-of-state or out-of-country teacher preparation program.
 - 4.02.3** Successful completion of both parts of the required background checks (Arkansas State Police and Federal Bureau of Investigation).
 - 4.02.4** Copy of valid, standard out-of-state or out-of-country teaching license. This will not be required when applicant did not license out-of-state or out-of-country.

- 4.02.5** Out-of-country applicants shall present documentation of transcript evaluation by an independent evaluation agency in the United States as specified in section 3.02.8.
 - 4.02.6** Applicants wishing to renew the provisional teaching license shall submit a new application for licensure requesting the renewal of their provisional teaching license and shall provide proof of employment on the verification of provisional licensure eligibility form indicating the employing school district and hire date.
 - 4.02.7** Proof of employment on the verification of provisional licensure eligibility form indicating employing school district and hire date.
- 4.03** A one-year non-renewable provisional teaching license shall be available for out-of-state and out-of-country applicant that cannot document the following.
- 4.03.1** Three years of teaching experience or completion of required testing for the out-of-state or out-of-country teaching license.
 - 4.03.2** Three-hour Arkansas History course when required.
- 4.04** The one-year non-renewable provisional teaching license shall be issued upon providing the following documentation:
- 4.04.1** A completed application for licensure.
 - 4.04.2** Official transcripts reflecting the completion of a Bachelor's Degree (Master's Degree where required) from a regionally and/or NCATE accredited out-of-state or out-of-country teacher preparation program.
 - 4.04.3** Successful completion of both parts of the required background checks (Arkansas State Police and Federal Bureau of Investigation).
 - 4.04.4** Copy of valid, standard teaching license from out-of-state or out-of-country.
 - 4.04.5** Proof of employment on the verification of provisional licensure eligibility form indicating employing school district and hire date.

4.04.6 Out-of-country applicants shall present documentation of transcript evaluation by an independent evaluation agency in the United States as specified in section 3.02.8.

5.00 REQUIREMENTS FOR CONVERTING A PROVISIONAL TEACHING LICENSE TO AN INITIAL OR STANDARD TEACHING LICENSE BY RECIPROCITY

5.01 The one-year non-renewable provisional teaching license shall be converted to the three-year initial teaching license when the following documentation has been submitted.

5.01.1 A completed application for licensure requesting the conversion of the provisional license.

5.01.2 Score reports reflecting successful completion of the state required basic skills assessment (all parts), specialty area assessment(s) and pedagogical assessment when required.

5.01.3 Official transcript(s) reflecting the successful completion of a three (3) hour Arkansas History course when required.

5.02 The one-year renewable provisional teaching license shall be converted to the three-year initial or standard five-year teaching license when the following documentation has been submitted.

5.02.1 A completed application for licensure requesting conversion of the provisional to the three-year initial or five-year standard teaching license.

5.02.2 Official transcript reflecting successful completion of a three (3) hour Arkansas History course when required.

5.02.3 Score report reflecting successful completion of state required content assessment(s), pedagogical assessment and basic skills assessments (all parts) when required.

5.02.4 Official transcript and documentation of successful completion of program of study (coursework) when required.

5.03 The one-year non-renewable provisional teaching license shall be converted to a standard five-year teaching license when the following documentation has been submitted.

- 5.03.1** A completed application for licensure requesting the conversion of the provisional license.
- 5.03.2** Official transcript reflecting the successful completion of a three (3) hour Arkansas History course when required.
- 5.03.3** Score report reflecting successful completion of the state required specialty area assessment(s) and pedagogical assessment (OR) written documentation reflecting three-years of teaching experience or completion of required testing for the out-of-state or out-of-country teaching license.