

R7-2-614. Other Teaching Certificates

- A.** Except as noted, all certificates are subject to the general certification provisions in R7-2-607.
- B.** Substitute Certificate -- grades K through 12
 - 1. The certificate is valid for six years and renewable by reapplication.
 - 2. The certificate entitles the holder to substitute in the temporary absence of a regular contract teacher. A person holding only a substitute certificate shall not be assigned a contract teaching position.
 - 3. An individual who holds a valid teaching or administrator certificate shall not be required to hold a substitute certificate to be employed as a substitute teacher.
 - 4. A person holding only a substitute certificate shall be limited to teaching 120 days in the same school each school year.
 - 5. The requirement for issuance is a Bachelor's degree and a valid fingerprint clearance card issued by the Arizona Department of Public Safety.
 - 6. Substitute certificates previously issued as valid for life under this rule shall remain valid for life.
- C.** Emergency Substitute Certificate -- grades K through 12
 - 1. The certificate is valid for one school year or part thereof. The expiration date shall be the following July 1.
 - 2. The certificate entitles the holder to substitute only in the district that verifies that an emergency employment situation exists.
 - 3. The certificate entitles the holder to substitute in the temporary absence of a regular contract teacher. A person holding only an emergency substitute certificate shall not be assigned a contract teaching position.
 - 4. The holder of an emergency substitute certificate shall be limited to 120 days of substitute teaching per school year.
 - 5. The requirements for initial issuance are:
 - a. High school diploma, General Education diploma, or Associate's degree;
 - b. Verification from the school district superintendent that an emergency employment situation exists; and
 - c. A valid fingerprint clearance card issued by the Arizona Department of Safety.
 - 6. The requirements for each reissuance are:
 - a. Two semester hours of academic courses completed since the last issuance of the Emergency Substitute Certificate. District in-service programs designed for professional development may substitute for academic courses. Fifteen clock hours of in-service is equivalent to one semester hour. In-service hours shall be verified by the district superintendent or personnel director. Individuals who have earned 30 or more semester hours are exempt from this requirement,
 - b. Verification from the school district superintendent that an emergency employment situation exists, and
 - c. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
- D.** Emergency Teaching Certificate – birth through grade 12
 - 1. The emergency teaching certificate is valid one school year or part thereof. The expiration date shall be the following July 1. An emergency teaching certificate shall not be issued more than three times to an individual. An individual who receives an intern certificate and does not complete the requirements for a provisional certificate shall not be eligible for an emergency certificate.
 - 2. The emergency teaching certificate entitles the holder to enter into a teaching contract.

3. Emergency teaching certificates shall be issued for early childhood, elementary, secondary, and special education certificates required by A.R.S. § 15-502(B), and required endorsements.
 4. The emergency teaching certificate entitles the holder to teach only in the district or charter school that verifies that an emergency employment situation exists.
 5. The requirements for initial issuance are:
 - a. A Bachelor's degree,
 - b. Verification from the school district superintendent or charter school administrator that an emergency employment situation exists,
 - c. A valid fingerprint clearance card issued by the Arizona Department of Public Safety,
 - d. Verification from the district school superintendent or charter school administrator that the following requirements have been met and a highly qualified and employable candidate was not found:
 - i. The position was advertised on a statewide basis and with at least three career placement offices of higher education institutions, and
 - ii. The district or charter school is participating in any available Board approved alternative path to certification program(s). This requirement may be waived if a district superintendent or charter school administrator provides evidence that an alternative path to certification program is either not available or not capable of alleviating the emergency employment situation.
 6. In addition to the requirements listed in subsection (D)(5) the requirements for reissuance shall include six semester hours of education courses completed since the last issuance of the emergency teaching certificate.
- E. Teaching Intern Certificate -- grades K through 12**
1. Except as noted, the teaching intern certificate is subject to the general certification provisions in R7-2-607.
 2. The certificate is valid for one year from the date of initial issuance and may be extended yearly for no more than two consecutive years at no cost to the applicant if the provisions in subsection (E)(6) are met.
 3. The teaching intern certificate entitles the holder to enter into a teaching contract while completing the requirements for an Arizona provisional teaching certificate. During the valid period of the intern certificate the holder may teach in a Structured English Immersion classroom, or in any subject area in which the holder has passed the appropriate Arizona Teacher Proficiency Assessment. The candidate shall be enrolled in a Board authorized alternative path to certification program or a Board approved teacher preparation program.
 4. An individual is not eligible to hold the teaching intern certificate more than once in a five year period.
 5. The requirements for initial issuance of the teaching intern certificate are:
 - a. A bachelor's degree or higher from an accredited institution;
 - b. A passing score on one or more subject knowledge portions of the Arizona Teacher Proficiency Assessment that corresponds to the applicant's teaching assignment(s);
 - c. Completion of the requirements for a Provisional Structured English Immersion endorsement, as prescribed in R7-2-613(J);

- d. Verification of enrollment in a Board approved alternative path to certification program, or a Board approved teacher preparation program; and
 - e. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
6. The requirements for the extension of the teaching intern certificate are:
 - a. The teaching intern certificate outlined in subsection (E)(5),
 - b. Official transcripts documenting the completion of required coursework, and
 - c. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
 7. The holder of the teaching intern certificate may apply for an Arizona Provisional Teaching certificate upon completion of the following:
 - a. Successful completion of a Board authorized alternative path to certification program or a Board approved teacher preparation program. This shall include satisfactory completion of a field experience or capstone experience of no less than one full academic year. The field experience or capstone experience shall include performance evaluations in a manner that is consistent with policies for the applicable alternative professional preparation program, as described pursuant to R7-2-604.04(B)(5),
 - b. A passing score on the required professional knowledge portion of the Arizona Teacher Proficiency Assessment,
 - c. The submission of an application for the provisional teaching certificate to the Department, and
 - d. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
- F. Adult Education Certificates**
1. The adult education certificates are issued for individuals teaching in the areas of Adult Basic Education, Adult Secondary Education, English Language Acquisition for Adults, or Citizenship.
 2. Provisional Adult Education Certificate.
 - a. The certificate is valid for three years and is not renewable.
 - b. The requirement for issuance is a valid fingerprint clearance card issued by the Arizona Department of Public Safety and a Bachelor's degree or three years of experience as a teacher, tutor, or aide in an adult education program or in grades K through 12. Up to two years of experience may be waived by postsecondary academic credit, with 30 semester hours equivalent to one year of experience.
 3. Standard Adult Education Certificate.
 - a. The certificate is valid for six years.
 - b. The requirements are:
 - i. One year of part-time or full-time teaching experience under a provisional adult education certificate, verified by an adult education program administrator;
 - ii. Completion of 10 clock hours in a professional development program described in R7-2-619(B) since the issuance of the provisional adult education certificate; and
 - iii. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.

- c. The renewal requirements are completion of 60 clock hours in a professional development program, described in R7-2-619(B).
- G.** Junior Reserve Officer Training Corps Teaching Certificate -- grades nine through 12
 - 1. The certificate is valid for six years and is renewable upon application.
 - 2. The certificate is valid at any local education agency which conducts an approved Junior Reserve Officer Training Corps program of the Air Force, Army, Navy, or Marine Corps.
 - 3. The requirements are:
 - a. Verification by the district of an approved Junior Reserve Officer Training Corps program of instruction in which the applicant will be teaching,
 - b. Verification by the district that the applicant meets the work experience required by the respective military service, and
 - c. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
- H.** Athletic coaching certificate -- grades seven through 12
 - 1. The certificate is valid for six years.
 - 2. The certificate entitles the holder to perform coaching duties in interscholastic and extracurricular athletic activities. It is not required for teachers who hold a valid elementary, secondary or special education certificate.
 - 3. The requirements are:
 - a. Valid certification in first aid and Coronary and Pulmonary Resuscitation (CPR),
 - b. Completion of 15 semester hours of courses which shall include at least three semester hours in courses related to each of the following:
 - i. Methods of coaching,
 - ii. Anatomy and physiology,
 - iii. Sports psychology,
 - iv. Adolescent psychology, and
 - v. The prevention and treatment of athletic injuries.
 - c. Two hundred fifty hours of verified coaching experience in the sport to be coached. Coaching experience may include experience as a head coach or assistant coach in a school program or in an organized athletic league, and
 - d. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
 - 4. Renewal requirements are:
 - a. Completion of 60 clock hours in a professional development program described in R7-2-619(B),
 - b. Valid certification in first aid and CPR.
- I.** Provisional Foreign Teacher Teaching Certificate
 - 1. This certificate is required for a teacher or professor from any foreign country, state, territory or possession of the United States contracted through the foreign teacher exchange program as authorized by federal statutes enacted by the Congress of the United States or other foreign teacher recruitment programs approved by the United States Department of State.
 - 2. This certificate is valid for one year and may be extended for an additional year by the consent of the contracting governing board, the education service agency, the charter holder, or the Arizona Board of Regents.
 - 3. The requirements are:
 - a. Verification that training and background comply with the comparable Arizona teaching certificate as provided in R7-2-608 R7-2-609(B)(2), R7-2-610(B)(2),

R7-2-611(C)(3), (E)(3), (G)(2), (I)(2), (K)(2), (M)(2), R7-2-612(D)(2), (F)(2), (H)(2), (J)(2), or (L)(2) and R7-2-613.

- b. Holds a valid fingerprint clearance card issued by the Arizona Department of Public Safety.
- c. Demonstrates fluency in English as verified by the Test of English as a Foreign Language (TOEFL) or other English proficiency tests approved by the Board.
- d. The passing score by the Test of English as a Foreign Language (TOEFL) or other English proficiency tests approved by the Board shall be determined by the Board using the results of validity and reliability studies. The passing score for each assessment shall be reviewed by the Board at least every three years.

J. Native American Language Certificate

1. The certificate is optional and issued to individuals to teach only a Native American language in grades preK-12.
2. The certificate is valid for six years.
3. The requirements are:
 - a. A valid IVP fingerprint clearance card issued by the Arizona Department of Public Safety.
 - b. Language proficiency in a Native American Language. Proficiency shall be verified on official letterhead by a person, persons, or entity designated by the appropriate tribe.
4. The renewal requirements are completion of 60 clock hours in a professional development program, described in R7-2-619(B).