**Certification 101**

**STEP 1:**

**Apply for a Certificate of Eligibility (CE) to Teach**

Requirements:
- Bachelor’s Degree
- 2.75 GPA (if degree was conferred after 1 Sep 2004)
- 2.50 GPA (if degree was conferred before 31 Aug 2004)
- Passing Score on Praxis II Exam for license you seek.
- Completion of 24 Hour Pre-Service Teaching Program (Rutgers University—CESP is among the service providers for this requirement. Inquire at 732-564-9100)
- Optional completion of 45 Hour Literacy and 45 Hour Math Programs (CE not required to enroll. Rutgers University—CESP is among the service providers for this requirement. Inquire at 732-564-9100)

**STEP 2:**

**Obtain Your CE**

**STEP 3:**

**Begin Your Job Search**

Your Certificate of Eligibility (CE) enables you to begin your job search.

Securing a teaching position is required for enrollment in the 200 hours of formal instruction—Phase I, Phase II or Phase III. Teaching candidates MAY NOT enroll themselves in these courses. ONLY A DISTRICT/CHARTER SCHOOL may enroll candidates in these courses through the provisional teacher training program registration process.

**STEP 4:**

**Start Teaching!**

**STEP 5:**

**“Action Statement” Associated With This Step**

- Take Phase I, Phase II, and Phase III
- Complete 34 weeks of mentored teaching
- Obtain three (3) satisfactory summative evaluations from your Principal/Supervisor

Once your district/charter school enrolls you in the provisional teacher training program, you will be assigned to a regional training center of your choice. You will also be assigned a mentor teacher who can help you develop into an effective teacher.

**STEP 6:**

**Complete an Oath of Allegiance/Verification of Accuracy Form**

http://www.nj.gov/education/educators/license/forms/verify.pdf

**STEP 7:**

**Receive Your Standard Teaching License!**