

Overview of the Colorado Department of Education Requirements for the Alternative Teacher Licensing Program

To be approved for participation in the Alternative Teacher Licensing, a candidate must:

- A. Hold a bachelor's degree from a Regionally-Accredited institution of higher education.
- B. Have completed the necessary coursework required for teaching in the endorsement area. You must have 30 semester hours of endorsement area coursework that corresponds to one of the endorsement areas listed on the CDE website. This is determined by a thorough transcript review upon submitting the application.
- C. Pass the appropriate content assessment exam. Candidates this program must pass the exam prior to finding employment. Colorado accepts PRAXIS II test scores in some endorsement areas. Candidates may also select to take the PLACE exam.
- D. Pass a criminal background check, including the submission of a fingerprint card to the Colorado Bureau of Investigation.
- E. Obtain a full-time teaching position.

What do I do first to apply for the Alternative Program?

1. Send fingerprints and the fingerprinting fee to the Colorado Bureau of Investigation (if you do not have them currently on file with CDE). Fingerprint forms available on CDE website link below
2. Submit a complete application packet to the Colorado Department of Education with all required materials and the fee. The endorsement area must be selected from the available list and stated on the application. You may select up to two areas in which to be evaluated. **The endorsement areas that can be earned through the Alternative Program are:**

- Early Childhood Education (Ages: Birth-8) *
- Elementary Education (Grades: K-6) *
- Special Education Generalist (Ages: 5-21) *

K-12 Endorsements:

- Art
- Drama
- Foreign Language(s)
- Health
- Instructional Technology (Computers) **
- Linguistically Diverse Education (formerly ESL)
- Music
- Physical Education
- School Librarian

Secondary Endorsements:

- Agriculture & Renewable Natural Resources
- Business Education
- Business/Marketing
- English
- Family and Consumer Studies
- Marketing
- Mathematics
- Science
- Social Studies
- Speech
- Technology Education (Industrial Arts)

* Candidates for Early Childhood Education, Elementary Education and Special Education should have broad liberal arts preparation in the content areas of Science, Social Studies, Math and English.

** Candidates for Instructional Technology should send very detailed information regarding competencies in programming, networks, Internet programming, operating systems and other technical knowledge.

3. Your application is evaluated through transcript review to determine if you meet endorsement requirements. Evaluation of transcripts can take up to 8 weeks. Incomplete packets must be returned to you and will delay processing, so please include all items on the check-list. The application packet is available on-line www.cde.state.co.us – Educator Licensing/Services tab.
4. CDE's evaluation will be mailed to you. If there is a deficiency, you must complete required coursework prior to entering the program. Attach a copy of the original evaluation when supplying documents or sending transcripts to CDE. Candidates needing more than one course should send all transcripts at one time.
5. Sign up for and pass the content area assessment test. CDE accepts test results from the PLACE assessment and accepts results from the PRAXIS II exam in some endorsement areas. The test results will automatically be sent to CDE.
6. Once coursework is completed and the content assessment exam is passed, a Statement of Eligibility (SOE) is issued via mail and is accompanied by a list of Designated Agencies, including NE Colorado BOCES. The position(s) for which you are eligible to be employed will be indicated on the SOE. The SOE allows you to seek employment and indicates to NE Colorado BOCES that you are eligible to participate in the program. It is not a license.

Alternative teachers are not guaranteed employment. When you receive your SOE, you must compete with other Alternative teacher candidates, as well as fully-licensed teachers for employment. *After you have your SOE*, you may contact any schools or districts within the NE Colorado BOCES Consortium area to inquire about employment opportunities. Upon being employed, you will receive an Alternative Teacher License. The major portion of your teaching assignment while in the program must be in your approved endorsement area and at the appropriate level, if applicable. You are officially in the Alternative Licensing Program when you have completed your paperwork with NE Colorado BOCES and received your Alternative License.

Candidates in Alternative Licensure Program are employees of the school district. Salaries vary by school district. This information is available only from the district. Eligibility for a program does not guarantee placement. All Alternative candidates must secure full-time employment in their endorsement area.

Following successful completion of your program, NE Colorado BOCES will submit the necessary CDE forms for your three-year Initial License. (You do not send in your own License application.)