



State of Rhode Island
Department of Elementary and Secondary Education
 Educator Certification
 Temporary Initial Preliminary Certificate Application Form



REQUIRED DOCUMENTATION CHECKLIST
PLEASE REFERENCE CHECKLIST BEFORE SUBMITTING YOUR APPLICATION

You can now apply and pay online!

Go to <https://portal.ride.ri.gov/Account/Login>

We strongly recommend applying online for an easier user experience.

All required documentation must be submitted for your certification to be issued. Applicants do not need to resubmit transcripts already on file with the Rhode Island Department of Education when applying for a new certificate area. Please only submit transcripts for new coursework and/or degrees completed.

If you are currently certified, or have completed a state-approved preparation program, in any of the following states, you may already be eligible for a full Initial or Professional certificate (as applicable). Please use the [General Educator Application](#) or apply online at <https://ridemap.ride.ri.gov>.

| | | | |
|----------------------|---------------|----------------|----------------|
| Connecticut | Georgia | New Hampshire | Pennsylvania |
| Delaware | Maine | New Jersey | South Carolina |
| District of Columbia | Maryland | New York | Vermont |
| Florida | Massachusetts | North Carolina | Virginia |

Application:

- Completed, signed application

Coursework:

- Official transcript with conferral of degree from an accredited institution (No photocopies, please.)
- Evidence verifying completion of state approved program

Additional Credentials:

- Copy of your valid out of state certificate(s), if applicable
- Independent Certificate, if applying for a Dependent Certificate. If you are applying for a certificate listed with an asterisk on page 4, then you must hold the required Independent Certificate Area

Fees:

- Check or money order made payable to **General Treasurer State of Rhode Island**

Please mail only pages 5-7 of the application, fee and all required documents to:

RHODE ISLAND DEPARTMENT OF EDUCATION
 OFFICE OF EDUCATOR EXCELLENCE & CERTIFICATION SERVICES
 255 WESTMINSTER STREET, 4TH FLOOR
 PROVIDENCE, RI 02903-3400



State of Rhode Island

Department of Elementary and Secondary Education

Educator Certification

Temporary Initial Preliminary Certificate Application Form

Ensure Educator Excellence:

Every student must have highly effective teachers.
 Every school must have highly effective leaders and support professionals.
 We must support educators throughout their careers.

Educator Certification in Rhode Island

Educator certification is the process through which Rhode Island educators demonstrate that they are prepared to enter the profession as new educators and then continue to demonstrate currency and competency within their specific area(s) of certification. Educator certification is required for all educators in all Rhode Island public schools, state approved special education programs and state funded pre-kindergarten programs.

1. Use of this application:

- This application should be used **ONLY** by individuals applying for the Temporary Initial Educator Certificate.
- The Temporary Initial Educator Certificate is:
 - Awarded to an individual who has completed an approved preparation program in another state or is fully certified in another state and meets all issuance requirements for an Initial Educator Certificate(s) except Rhode Island certification test requirements for the certificate(s).
 - Valid for one year only and is *not* renewable. Upon meeting all Rhode Island certification test requirements, and the submission of a completed certification application including evidence of required passing scores and necessary fees, the individual is eligible to apply for a three-year Initial Educator Certificate.

2. How to complete this application:

- Provide the required information in Sections A, B, and C.
- Calculate and provide the appropriate fees for certification areas identified in Section B. Note: Payment must be included with the application and all fees are calculated by certification area and per processing request and are non-refundable.
- Mail the completed application, fees, and documentation to the address on page 7 of this application.

3. When to apply for certification:

- Individuals may request new certificates at any time.
- Application processing and evaluation varies during the year based on demand and averages 12-16 weeks.

4. For more information consult the Office of Educator Excellence and Certification Services website at <http://www.ride.ri.gov/Certification> or e-mail egac@ride.ri.gov.

Certification Fees

All certification application fees are for processing requests and are non-refundable. Use the fee chart below to determine the appropriate fee for the request you submit. We are not able to accept cash. Make check payable to the *General Treasurer – State of Rhode Island*

| Type of Request | Fee |
|--|--------------------------------------|
| Temporary Initial Educator Certificate: Issuance | \$100.00 for each certification area |

Certification Codes:

| Teacher Certificate Areas | | | |
|---|---|-------|--|
| 11101 | Early Childhood Education Teacher, Grades PK-2 | 11191 | Early Childhood Bilingual and Dual Language Education Teacher, Grades PK-2* |
| 11182 | Early Childhood Special Education Teacher, Birth through Grade 2 | | |
| 11201 | Elementary Education Teacher, Grades 1-6 | 11291 | Elementary Bilingual and Dual Language Education Teacher, Grades 1-6* |
| 11282 | Elementary Special Education Teacher, Grades 1-6 | | |
| 11301 | Middle Grades English Teacher, Grades 5-8 | 11304 | Middle Grades Social Studies Teacher, Grades 5-8 |
| 11331 | Middle Grades English Teacher Elementary Extn., Grades 5-8* | 11334 | Middle Grades Social Studies Teacher Elementary Extn., Grades 5-8* |
| 11341 | Middle Grades English Teacher Secondary Extn., Grades 5-8* | 11344 | Middle Grades Social Studies Teacher Secondary Extn., Grades 5-8* |
| 11302 | Middle Grades Mathematics Teacher, Grades 5-8 | 11382 | Middle Grades Special Education Teacher, Grades 5-8 |
| 11332 | Middle Grades Mathematics Teacher Elementary Extn., Grades 5-8* | 11391 | Middle Grades Bilingual and Dual Lang. Education Teacher, Grades 5-8* |
| 11342 | Middle Grades Mathematics Teacher Secondary Extn., Grades 5-8* | | |
| 11303 | Middle Grades Science Teacher, Grades 5-8 | | |
| 11333 | Middle Grades Science Teacher Elementary Extn., Grades 5-8* | | |
| 11343 | Middle Grades Science Teacher Secondary Extn., Grades 5-8* | | |
| 11401 | Secondary Grades Agriculture Teacher, Grades 7-12 | 11407 | Secondary Grades General Science Teacher, Grades 7-12 |
| 11402 | Secondary Grades Biology Teacher, Grades 7-12 | 11408 | Secondary Grades Mathematics Teacher, Grades 7-12 |
| 11403 | Secondary Grades Business Education Teacher, Grades 7-12 | 11409 | Secondary Grades Physics Teacher, Grades 7-12 |
| 11404 | Secondary Grades Career and Technical Education Teacher, Grades 7-12 | 11410 | Secondary Grades Social Studies Teacher, Grades 7-12 |
| 11405 | Secondary Grades Chemistry Teacher, Grades 7-12 | 11482 | Secondary Grades Special Education Teacher, Grades 7-12 |
| 11406 | Secondary Grades English Teacher, Grades 7-12 | 11491 | Secondary Grades Bilingual and Dual Lang. Education Teacher, Grades 7-12* |
| 11501 | All Grades Art Teacher, Grades PK-12 | 11510 | All Grades Theatre Teacher, Grades PK-12 |
| 11502 | All Grades Dance Teacher, Grades PK-12 | 11512 | All Grades World Language Teacher, Grades PK-12 |
| 11503 | All Grades Family and Consumer Science Teacher, Grades PK-12 | 11585 | All Grades Adapted Physical Education Teacher, Grades PK-12* |
| 11504 | All Grades Health Teacher, Grades PK-12 | 11586 | All Grades Special Education – Deaf and Hard of Hearing, Grades PK-12 - American Sign Language |
| 11505 | All Grades Library Media Teacher, Grades PK-12 | 11587 | All Grades Special Education – Deaf and Hard of Hearing, Grades PK-12 - Oral/Aural Communication |
| 11506 | All Grades Music Teacher, Grades PK-12 | 11588 | All Grades Special Education – Visually Impaired, Grades PK-12 |
| 11507 | All Grades Physical Education Teacher, Grades PK-12 | 11589 | All Grades Special Education – Severe Intellectual Disability, Grades PK-12 |
| 11508 | All Grades School Nurse Teacher, Grades PK-12 | 11591 | All Grades Bilingual and Dual Language Education Teacher, Grades PK-12* |
| 11509 | All Grades Technology Education Teacher, Grades PK-12 | 11594 | All Grades English to Speakers of Other Languages Teacher, Grades PK-12 |
| Administrator Certificate Areas | | | |
| 12001 | Building Level Administrator, Grades PK-12 | 12016 | Superintendent of Schools |
| 12011 | District Level Administrator – Curriculum, Instruction, and Assessment* | 12017 | District Level Administrator Special Education |
| 12015 | School Business Administrator | | |
| Support Professional Certificate Areas | | | |
| 13001 | School Counselor | 13011 | Reading Specialist/Consultant* |
| 13002 | School Psychologist | 13012 | Mathematics Specialist/Consultant* |
| 13003 | School Social Worker | 13013 | English as a Second Language Specialist/Consultant* |
| 13004 | Speech and Language Pathologist | 13021 | Instructional Leader* |

*Any Certificate Area with an asterisk is a Dependent Certificate. To obtain this certificate, the applicant must hold the required Independent Certificate Area. The list of Independent and their Dependent Certificates can be viewed at <http://www.ride.ri.gov/Certification>





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| For Office Use only: Date Stamp |
|------------------------------------|

You can now apply and pay online at <https://ridemap.ride.ri.gov>

RHODE ISLAND EDUCATOR CERTIFICATION
 TEMPORARY INITIAL EDUCATOR CERTIFICATE APPLICATION FORM

Section A: Applicant Information (Please print clearly.)

ID# (First time applicants please leave blank)

Social Security Number: **(REQUIRED)**

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Last Name: **(REQUIRED)**

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Previous Last Name (and Suffix)– If applicable:

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First name: **(REQUIRED)**

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Middle Name or Initial:

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Date of Birth: (MM/DD/YY) **(REQUIRED)**

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Home Address: **(REQUIRED)**

Address Line 1

Address Line 2

City/Town

State

Zip

Phone: **(REQUIRED)**

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Cellular Phone

Email: **(REQUIRED)**

_____ @ _____

Primary Email

_____ @ _____

Additional Email

Ethnicity*:

- Hispanic/Latino
- Not Hispanic/Latino
- I do not wish to respond

Race*:

- American Indian/Alaska Native
- Asian
- Black/African American
- Native Hawaiian/Other Pacific Islander
- White
- I do not wish to respond

Gender*:

- Female
- Male
- I do not wish to respond

***RIDE seeks to understand and further diversify our teacher workforce and urges applicants to provide information that will help to better understand and report on workforce diversity.**

Section B: Certification Information (See page 1 of this packet for more information)

Certification Area(s): Identify each Certification Area requested using the Certification Area Codes from page 3

| | | | |
|--|--|--|--|
| Section B-1 Temporary Initial Educator Certificate | | | |
| Certification Area(s): \$100 for each certification area | | | |
| | | | |
| | | | |
| For World Language and Bilingual certification, please state the language area(s). | | | |

Section C: Required Information and Authorization

Read the statements in the box below provide answers to the following questions and sign and date the authorization line attesting to the accuracy of the information in this application.

Teachers and other school personnel certified by the State of Rhode Island must be of good moral character. Rhode Island General Law 16-12-3 states that “Every teacher shall aim to implant and cultivate in the minds of all children committed to his care the principles of morality and virtue.” Your answers to the following questions regarding your employment, criminal, and certification history are important. Any criminal matter covered by a question must be disclosed regardless of how long ago it occurred or how unimportant it may seem. Criminal matters do not necessarily preclude certification, but the failure to answer a question truthfully may result in disqualification. Furthermore, Rhode Island General Law 11-18-1 prohibits the submission of a document containing a false and misleading statement to a public agency, and Rhode Island General Law 11-58-1 prohibits the use of a falsified educational record of a postsecondary institution.

Disclosure of the Social Security Number on page1 is mandatory. It will be furnished to the Rhode Island Division of Taxation pursuant to Chapter 76 of Title 5 of the Rhode Island General Laws, which states that any person applying for or renewing a license to conduct a profession within Rhode Island must have filed all required state tax returns and paid all taxes due the state. The statute also requires the following certification: “I hereby certify, under penalty of perjury, that I have filed all required state tax returns and have either paid all taxes due the state, entered into a written time payment agreement with the Rhode Island Division of Taxation, or am pursuing administrative or appellate review of unpaid taxes.”

Legal Questions:

For each response of ‘YES’ you must attach a detailed explanation and specified documentation to your application. If you have previously submitted documentation for a specified question, you do not need to resubmit. Please indicate that the documentation was previously submitted in the margin next to the applicable question. Please note that there is a continuing duty to submit supplemental documentation relating to any events or circumstances requiring a “yes” response to the questions below.

| | | Yes | No |
|----|--|------------|-----------|
| 1. | Have you ever been dismissed from any employment or have you ever resigned from any employment following the initiation of disciplinary action? If yes, attach an explanation. | | |
| 2. | Are you the subject of disciplinary action in your present employment? If yes, attach an explanation. | | |
| 3. | Have you ever been convicted of a felony or a misdemeanor? If yes, attach a copy of the conviction record(s). Expunged convictions must be disclosed under Rhode Island General Law 12-1.3-4 Attach an explanation stating the date, location and nature of the offense(s) involved in the expunged conviction(s). | | |
| 4. | Have you ever entered a plea of nolo contendere to a felony or misdemeanor charge? If yes, attach a copy of the conviction and/or probation record(s). | | |
| 5. | Are any felony or misdemeanor charges currently pending against you? If yes, attach an explanation. | | |
| 6. | Has your educator’s certificate or license in another state ever been suspended, revoked, or surrendered? If yes, attach an explanation. | | |
| 7. | Are you currently the subject of any action to revoke or suspend your educator’s certificate or license? If yes, attach an explanation. | | |
| | | | |

| OUT OF STATE CERTIFICATION | | Yes | No |
|---|---------------------|-----------------------|----|
| Do you hold a valid educator certificate in any other state? If yes, provide the following information: | | | |
| State: | Certification Area: | Certification Number: | |
| State: | Certification Area: | Certification Number: | |
| State: | Certification Area: | Certification Number: | |

AUTHORIZATION AND TAX CONFIRMATION:

I certify the accuracy of the information provided in this application and in any supporting documentation that I may submit. I have included all supporting documentation. I have read and understand the notice regarding Rhode Island laws above. I hereby authorize the release of information to the Department of Education for the purpose of investigating or verifying any information in my application.

| | |
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| <hr/> (Signature of Applicant) | <hr/> / / (Date) |
|--------------------------------|---------------------|

We are not able to accept cash. Make check payable to the *General Treasurer – State of Rhode Island*

Please mail only pages 5-7 of the application, fee and all required documents to:
 RHODE ISLAND DEPARTMENT OF EDUCATION
 OFFICE OF EDUCATOR EXCELLENCE & CERTIFICATION SERVICES
 255 WESTMINSTER STREET, 4TH FLOOR
 PROVIDENCE, RI 02903-3400