

R.I. DEPARTMENT OF ELEMENTARY & SECONDARY EDUCATION

Shepard Building
255 Westminister Street
Providence, Rhode Island 02903-3400



Career and Technical Education (CTE) Teaching Certificate Requirements

On December 4, 2018, the Council on Elementary and Secondary Education approved educator [certification regulations](#) that update the degree, test and experience requirements for Secondary Grades Career and Technical Education Teacher certificates, effective June 6, 2019.

This is a comprehensive document that will detail the following:

- Pathway requirements for a CTE certificate, both preliminary and full
- Degree, experience and test requirements for each CTE certificate
- Application steps and checklist to apply
- Steps to register for the NOCTI exam

I. Pathways to CTE Certification

A. Preliminary 3-year CTE Certificates

Preliminary certificates allow educators to begin teaching while working toward additional certification requirements. A CTE preliminary certificate is valid for three (3) years and may be renewed once for an additional four (4) years.

Application Steps: Applicant may apply online from their **My eCert** portal on the [RIDE Portal](#) or download and complete a [paper application](#).

Eligibility for Preliminary CTE Certificates:

To be eligible for a preliminary CTE certificate, applicants must meet the following requirements listed below:

1. High School diploma/GED/Degree (as applicable)
2. RI licensure in CTE area (where applicable)
3. Work/occupational experience aligned to CTE degree type (High School/GED diploma, or degree)
 - a. High School/GED diploma- Five (5) years of experience
 - b. Associate or bachelor's degree-Three (3) years of experience
4. Work/occupational experience - experience verification may include any one of the following documents/pieces of evidence OR a combination thereof:
 - a. **Option 1—Traditional Work Experience: Designed for individuals with traditional industry work experience who wish to enter the teaching profession for the first time:**
 - CTE Work Verification form (signed by employer(s))
 - W-2 form(s) and self-attested CTE Work Verification form (when not signed by employer)
 - Employer letter that includes length of employment, position, and description of the position
 - Profit and Loss document
5. Specific requirements depend on the CTE Program Career Field. (See section IV below for more details)

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Renewal of Preliminary Certificates: To renew a preliminary CTE certificate, candidates will need to do the following:

- Demonstrate progress in a teacher preparation program
- Have recommendations from the preparation program and the employing agency (LEA) for renewal
- Pass the applicable NOCTI test, unless holding advanced industry certificates or advanced industry licenses issued by the appropriate Rhode Island governing body (see section IV below for more details)

B. Full Initial Certificates

Application Steps: Applicant may apply online from their **My eCert** portal on the [RIDE Portal](#) or download and complete a [paper application](#).

Eligibility for Initial Certificates: To be eligible for a full initial certificate, applicants must meet all the requirements listed in [Section IV below](#) **AND** provide evidence of the following:

- Completion of an approved program in the CTE area or completion of the required pedagogical and CTE content courses
- Passing score on required NOCTI when applicable
- CTE Work/Occupational Experience

II. Getting CTE Certified

This chart details the process a candidate should follow when submitting a CTE application. It includes the party responsible, action, and the estimated timeframe for application review. In general, the typical time for processing and reviewing an application is 6-8 weeks or 10-12 weeks during summer months. Districts can request a certification priority to expedite the process of a candidate's applying for a new certificate or certificate area by emailing the Educator Quality mailbox at eqac@ride.ri.gov.

Responsible Party	Process	Estimated Timeline
Applicant	Submits a completed application with the appropriate fees and required documents to the Office of Educator Excellence and Certification Services	
RIDE	Certification application request is processed into eCert system. Coursework/degree, work experience and test scores are reviewed. Either the certificate is issued, or a status form is generated detailing the steps to be taken to meet issuance or renewal requirements. <i>NOTE: This process cannot begin until all materials are received.</i>	8-10 weeks
Applicant	Reviews the status form and completes the steps to be taken to meet issuance or renewal requirements. When a NOCTI exam is required, the applicant must contact Roger Williams University to schedule and register for the required NOCTI exam. Be aware that institution program enrollment and credential review consortium institution (CRCI) application reviews may take 14 – 16 weeks to be processed and reviewed by the institution. Please plan accordingly.	

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III. Steps to Register for the NOCTI (If applicable):

Responsible Party	Process	Estimated Timeline
Applicant	Contacts Roger Williams University to schedule the required NOCTI exam	
Test Provider	RWU will collect payment, order written test and schedule a proctor for the practicum test <i>Due to NOCTI guidance and the pandemic, the performance component of the NOCTI is currently not offered. RIDE will notify you when the performance component becomes available.</i>	4-5 weeks from receipt of payment for tests
Test Provider	RWU will contact applicant and Certification Office with NOCTI results	3-4 weeks (2-3 weeks for results to arrive from NOCTI, 1 week for notification to process)

If you have additional questions specific to the CTE requirements, or wish to check on the status of your application, please refer to the CTE certification [resources](#) or email the Educator Quality mailbox at egac@ride.ri.gov

IV. CTE Eligibility Requirements

The chart below provides a comprehensive list of each CTE career cluster, certificate area requirements, (including the degree, licensure, experience) and NOCTI test requirements.

A. Understanding CTE Eligibility Requirements Chart:

The chart below merges the CTE Career Clusters and Career Field areas with the Rhode Island Career and Technical (CTE) certification areas and requirements. The columns indicate the career clusters and career fields aligned to the CTE Board Standards.

All CTE programs listed are approved by the Rhode Island Department of Education (RIDE) specific to a career field. To be eligible to be a teacher in a CTE program, candidates must meet *either* the CTE prerequisite certification requirements OR the general education certificate area requirements.

Applicants who hold an advanced industry license issued by the appropriate RI governing body or advanced industry certificates are not required to complete the NOCTI exam. However, if the applicant’s work experience was completed more than ten (10) years prior to the date of the application, the applicant must pass the NOCTI exam even if it otherwise would not have been required.

If you have additional questions specific to the CTE requirements, please refer to the CTE [resources](#) or email the Educator Quality mailbox at egac@ride.ri.gov .

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B. RIDE Approved CTE Career Clusters

[Architecture and Construction](#) | [Arts, A/V Technology & Communications](#) | [Business Management and Administration](#) | [Education and Training](#) | [Agriculture, Food, and Natural Resources](#) | [Health Science](#) | [Hospitality & Tourism](#) | [Information Technology](#) | [Law, Public Safety, Corrections, and Security](#) | [Manufacturing](#) | [Science, Technology, Engineering, and Mathematics \(STEM\)](#) | [Transportation, Distribution & Logistics](#)

Note: Light blue shaded areas indicate that there is no requirement for that specific heading.

CTE Program Career Field	CTE Teacher Certificate Area Name	Required Degree Type	CTE Work/Occupational Experience	RI Licensure <i>(if you have this type of license, you must take the appropriate NOCTI)</i>	Advanced Licensure <i>(if you have this advanced license, you do NOT need to take the corresponding NOCTI)</i>	O R	General Ed Teacher Certificate Area
CTE Program Career Cluster: Architecture and Construction (Back to Top)							
Computer Assisted Design (CAD) Operator	Architectural Drafting	Bachelor's degree	3 years		Registered Architect		5920: Architectural Drafting
Construction Craft Laborer (Local 51 union)	Carpentry-Construction Trades	High School/GED diploma	5 years	RI Contractor's license			5265: Carpentry
Junior Carpenter Helper (NELS union)							
Residential Construction (RIBA)							
Construction Manager	Construction Trades-Construction Manager	Associate degree	3 years				5263: Building Construction Occupations
Marine Trades	Marine Technology	High School/GED diploma	5 years				
Residential Pre-Apprentice HVACR	Air Conditioning & Refrigeration	High School/GED diploma	5 years	Journeyman license or RI Contractor's license	RI Master Mechanical or RI Master Refrigeration		5937: HVAC Maintenance Technology
Residential Pre-Apprentice Plumber	Plumbing & Heating	High School/GED diploma	5 years	Journeyman license or RI Contractor's license	RI Master Plumber		5175: Plumbing

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Residential Pre-Apprentice Electrical	Electrical Installation	High School/GED diploma	5 years	Journeyman license or RI Contractor's license	RI Master Electrician	5271: Electrical Construction Technology		
CTE Program Career Cluster: Arts, A/V Technology & Communications (Back to Top)								
Actor, Director or Theater								All Grades Theater
Arts Educator – Visual or Media								All Grades Art
Arts Educator – Theater								All Grades Theater
Arts Educator – Dance								All Grades Dance
Craft & Fine Artist Designer								All Grades Art
Dancer/Choreographer								All Grades Dance
Graphic Communications Technology: Advertising Promotions and Marketing	Advertising & Design	Associate degree	3 years			5261: Advertising & Design		
Audio/Video/Film Production	Audiovisual Communications and Technologist: Audio/Video	Associate degree	3 years			5904: Audio- Visual Communications Technology		
Graphic Communications Technology: Digital Designer & Web-Print E-Commerce	Web -Page & Visual Design	Associate degree	3 years			5934: Web Design		
Graphic Communications Technology: Print Manufacturing – Production	Graphic Arts	Associate degree	3 years			5938: Graphic Production Technology		

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Graphic Communications Technology: Print Manufacturing-Pre-Production								
Media Communications	Marketing/Marketing Management-Media Communications	Associate degree	3 years					
Multimedia Artist								All Grades Art
Music Technologist								All Grades Music
Musician								All Grades Music
Music Educator								All Grades Music
Sound Engineering Technician	Audiovisual Communications-Sound Engineering Technician (to include Technologist/Technicians-Sound Engineering Technician)	Associate degree	3 years					
CTE Program Career Cluster: Business Management and Administration (Back to Top)								
Accounting Clerk, Entry-Level Banking	Office Occupations	Bachelor's degree	3 years		Certified Public Accountant (CPA)	5180: Accounting		Secondary Business Education

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CTE Program Career Cluster: Education and Training (Back to Top)							
Education, Child Care, Teacher Assistant							Any General Educator Certification: Early Childhood, Elementary, Middle Grades, Secondary or All Grades
CTE Program Career Cluster: Agriculture, Food, and Natural Resources (Back to Top)							
Animal Science Veterinary Assistant/Lab Animal Caretaker	Agriculture-Animal Science	Bachelor's degree	3 years			5185: Production Agriculture	Secondary Agriculture, Biology, or General Science
Aquaculture/Agricultural and Food Science Technician							
Plant Science – Landscaper & Groundskeeper							
Bioscience	Biotechnology-Bioscience	Bachelor's degree	3 years			5189: Biotechnology	Secondary Biology, Chemistry, or General Science
Process Technician (Chemical Manufacturing, Research & Development)							
CTE Program Career Cluster: Health Science (Back to Top)							
Certified Nursing Assistant (CNA)	Health Occupations-Health Occupations-(CNA/EMT)	Associate degree	3 years	RI Registered Nurse OR RI Emergency Medical Technician (EMT) License	RI Registered Nurse or RI Emergency Medical Technician (EMT) License	5273: Health Assisting	All Grades School Nurse
Emergency Medical Technician (EMT)							

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Certified Patient Care Technician (CPCT)	Health Occupations-Certified Patient Care Technician (CPCT)	Associate degree	3 years			5273: Health Assisting		All Grades School Nurse
Community Health Worker	Health Occupations-Community Health Worker	Associate degree	3 years					
Dental Assistant	Health Occupations-Dental Assistant	Associate degree	3 years	Certified Dental Assistant (CDA) Licensure		5371: Dental Assisting		
Pharmacy Technician	Health Occupations-Pharmacy Technician	Associate degree	3 years					
Sports Medicine, Rehabilitative Services & Athletic Trainer	Health Occupations-Sports Medicine, Rehabilitative Services & Athletic Trainer	Associate degree	3 years		RI Athletic Trainer, RI Physical Therapist, RI Occupation Therapist RI Registered Nurse RI Emergency Medical Technician (EMT) License			All Grades Physical Education All Grades School Nurse
CTE Program Career Cluster: Hospitality & Tourism (Back to Top)								
ACF Culinary Artist	Quantity Food Preparation or Vocational Baking	High School/GED diploma	5 years			5167: Commercial Foods <i>OR</i> 5918: Retail Commercial		

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ProStart Culinary Artist / Foodservice Management					Baking OR JWU M.Ed. program		
Customer Service Representative / Event Planner	Hotel/Hospitality Management	High School/GED diploma	5 years		5927: Hospitality Mgmt. Lodging		
CTE Program Career Cluster: Information Technology (Back to Top)							
Cybersecurity Specialist	Information Technology	Associate degree	3 years			5268: Computer Technology	
Networking (Cisco- Certified Network Assoc- CCNA)	Information Technology	Associate degree	3 years		CCSI – Cisco Certified Systems Instructor		
Software Developer	Information Technology	Associate degree	3 years			5268: Computer Technology	Any General Educator Certification: Early Childhood, Elementary, Middle Grades, Secondary or All Grades with CS4RI endorsement
Technology Specialist	Information Technology	Associate degree	3 years			5268: Computer Technology	Any General Educator Certification: Early Childhood, Elementary, Middle Grades, Secondary or All Grades with CS4RI endorsement

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Web Developer	Information Technology	Associate degree	3 years			5268: Computer Technology		Any General Educator Certification: Early Childhood, Elementary, Middle Grades, Secondary or All Grades with CS4RI endorsement
CTE Program Career Cluster: Law, Public Safety, Corrections, and Security (Back to Top)								
Firefighter	Fire Management and Services-Firefighter	High School/GED diploma	5 years Career and/or Volunteer	National Fire Protection Association (NFPA 1041) Fire Instructor Level 1				
Law Enforcement & Corrections Officer	Criminal Justice-Law Enforcement & Corrections Officer	Bachelor's degree	3 years		Certificate/ card (evidence of passing the bar exam) OR Rank of Captain or higher in Police Department	5269: Criminal Justice		
Paralegal/Legal Assistant	Criminal Justice - Paralegal/Legal Assistant	Bachelor's degree	3 years			5269: Criminal Justice		
CTE Program Career Cluster: Manufacturing (Back to Top)								
Sheet Metal Worker	Sheet Metal	High School/GED diploma	5 years	Journeyman license or RI Contractor's license	RI Master Sheet Metal	5174: Industrial Maintenance or 5937: HVAC Maintenance Technology		
Electronics Technician	Electronics Technology	High School/GED diploma	5 years					

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Welder – Entry-level	Welding	High School/GED diploma	5 years	Journeyman license or RI Contractor’s license	RI Master Welder		5279: Welding
Entry-level Machinist	Machine Trades - Entry Level Machinist	High School/GED diploma	5 years				5176: Precision Machining
Entry-level Machinist (Option: Tool & Die Makers)	Machine Trades-Entry-level Manufacturing (Machinists and Tool & Die Makers)	High School/GED diploma	5 years				5176: Precision Machining
Entry Level Manufacturing (Logistical Function)	Machine Trades – Logistical Function	High School/GED diploma	5 years				5176: Precision Machining
Maritime Electrical	Electrical Installation	High School/GED diploma	5 years	Journeyman license or RI Contractor’s license	RI Master Electrician		5271: Electrical Construction Technology
Pipefitting	Grades 7-12 – Plumbing And Heating	High School/GED diploma	5 years	Journeyman license or RI Contractor’s license	RI Master Plumber		5175 Plumbing
CTE Program Career Cluster: Science, Technology, Engineering, and Mathematics (STEM) (Back to Top)							
Pre-Engineer	Pre-Engineering	Bachelor’s degree	3 years				5915: Engineering Secondary Mathematics with PLTW training All Grades Tech Ed with PLTW training All Secondary Science with PLTW training
Entry-Level Engineer Technologist	Engineer Technologist	Bachelor’s degree	3 years				5907: Electronics Technology All Grades Tech Ed
Entry-Level Computer Engineer	Pre-Engineering	Bachelor’s degree	3 years				5915: Engineering

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CTE Program Career Cluster: Transportation, Distribution & Logistics (Back to Top)							
Automotive Body Repair Technician	Auto Body Repair	High School/GED diploma	5 years				5266: Collision Repair/Refinishing
Automotive Service Technician	Automotive Mechanic	High School/GED diploma	5 years				5262: Automotive Technician
Parts Specialist	Automotive Mechanic	High School/GED diploma	5 years				5262: Automotive Technician
Service Advisor	Automotive Mechanic	High School/GED diploma	5 years				5262: Automotive Technician

Note:

Military/JROTC covers related service branches, and the instructor must meet those requirements.

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Locally Developed Pathway

Rhode Island school districts may operate locally developed pathways that are not designated as “Rhode Island Department of Education” (RIDE) approved CTE programs and while programs in this category must meet the data requirements for RIDE-approved CTE programs, said districts are not required to operate under CTE Standards as approved by the RI Career & Technical Education Board of Trustees. All locally developed pathways must still meet RI Teacher Certification requirements.

CTE Program Career Field	CTE Teacher Certificate Area Name	Required Degree Type	CTE Work/Occupational Experience	RI Licensure <i>(if you have this type of license, you must take the appropriate NOCTI)</i>	Advanced Licensure <i>(if you have this advanced license, you do NOT need to take the corresponding NOCTI)</i>		O R	General Ed Teacher Certificate Area
Cosmetology	Cosmetology	GED/High School diploma	5 years	RI Cosmetology License				