

LOUISIANA TEACHING AUTHORIZATIONS

CERTIFICATE TYPE	REQUIREMENTS	TIME LIMIT
C	This is the first certificate issued for new teachers.	Must be renewed every 3 years.
B	A teacher can have the "C" Certificate converted into a "B" certificate if <ul style="list-style-type: none"> • 3 years of experience <i>in one's certified field</i> • Successful completion of the Louisiana Teacher Assistance and Assessment Program (LTAAP). 	Valid for life.*
A	A teacher can have the "C" or "B" certificate converted into an "A" certificate if <ul style="list-style-type: none"> • 5 years of experience <i>in one's certified field</i> • successful completion of LTAAP • An earned Master's Degree 	Valid for life.*
NON-STANDARD AUTHORIZATIONS TO TEACH		
Out-of-State Provisional	For teachers certified in another state (even if in-state <u>degree</u> but out-of-state certificate), who meet all requirements for Type "C" except NTE/PRAXIS exams	Valid for one year and nonrenewable
Temporary Employment Permit	Requested by individuals who meet requirements for regular certification except <u>full</u> NTE/PRAXIS requirement in all but one of tests, with aggregate score equal to/above total required score on all tests.	Valid for one school year – can be renewed annually for three years
Emergency Permit	Requested by Louisiana employing superintendent for individual who meets requirements for regular certification except full NTE scores, and who has scored with 10% of total required score on all tests.	Valid for one school year – can be renewed annually
Temporary Teaching Certificate	Can be requested for a NON-PUBLIC school teacher who is teaching outside of the certified area, or whose degree is <u>not</u> in education (no teaching certificate)	In order to renew for the next school year, an individual must earn six semester hours toward certification in the area in which he/she is teaching during the school year in which on a "T"
Temporary Teaching Assignment (TTA)	For a certified teacher who is teaching outside of the certified area.	
Temporary Teaching Assignment Only (TTAO)	For a teacher who has passed all of the required NTE/PRAXIS exams but whose degree is <u>not</u> in education (no regular teaching certificate)	
Circular 665 (Interim Emergency Policy)	Teacher has NOT passed all required NTE/PRAXIS exams (whether education or non-education major)	Limited to TOTAL of five years. To renew, must re-take all parts of NTE/PRAXIS lacking for certification and must earn six semester hours of college credit **

* Types "B" and "A" certificates shall lapse for disuse if the holder allows a period of five consecutive calendar years of disuse to pass in which he is not a regularly employed teacher for at least one semester (90 consecutive days). Reinstatement shall be made only on evidence that the holder has six semester hours of resident, extension, or correspondence credit in approved courses earned during the five-year period immediately preceding the reinstatement of the certificate.

** Some exceptions may be granted --- medical hardship; unable to get full hours because coursework not offered by universities, or otherwise unavailable; change of school/parish/school system (if not a continuous pattern); change of certification area(s).

For TTA, TTAO and 665 Teachers

Records on these individuals must be maintained by school districts, in the Personnel Department or the Superintendent's Office.

Files maintained by the District should include the following:

Specific to TTA, TTAO, and 665 Teachers:

- Official transcript showing a **minimum** of a baccalaureate degree from a regionally accredited institution.
- Official transcripts showing that **successful completion of six semester hours** prescribed by the college or university since the last employment.
- Documentation that **efforts for recruitment of certified teachers** have been made.

Also, Specific to TTA Teachers:

- Have teacher submit official transcript for an evaluation to the Office of Teacher Certification, along with a check for \$25.00, to be sure that coursework taken is appropriate to potential certification. These teachers should NOT be taking inappropriate course work (e.g., pursuing Master's Degree, unrelated to job assignment).

Also, Specific to TTAO Teachers:

- Documentation showing that the teacher has been **officially admitted** to a teacher education program (if applicable), and a **prescription** from a college or university showing coursework needed for certification. The six hours per year of coursework taken should be listed on the prescription.
- An **original PRAXIS score card** showing the PRAXIS has been attempted in all appropriate areas since the last employment.

Also, Specific to 665 Teachers:

- **Verification forms for years of employment in any Louisiana school district**, so that individuals do not exceed the five-year limit allowed under the 665 policy
- An **original PRAXIS score card** showing the PRAXIS has been attempted in all appropriate areas since last employment.