

ARKANSAS DEPARTMENT OF EDUCATION
Early Childhood Education, grades P – 4th grade
Additional Licensure Plan, (area 001)

Name: _____ S.S.#: _____

Mailing Address: _____

City, State, Zip: _____

Home phone: (____) _____ Work Phone: (____) _____

Email address: _____ County: _____ School District: _____

School districts seeking to employ teachers to teach out of field (not in the field in which the teacher is currently licensed) will use the Additional Licensure Plan (ALP) to meet that need. School districts may use the ALP process to address unusual emergency situations when licensed teachers are asked to teach in areas/levels for which they are not licensed. School districts may not exceed the three-year limit without possible penalty.

Eligibility guidelines. Teachers must meet the following conditions:

- possess an initial or standard teaching license,
- seek to add this area of licensure or endorsement, and
- be assigned to teach in this area rather than the one for which they are currently licensed.
- **ANYONE LICENSED AT THE FOLLOWING LEVELS MAY ADD EARLY CHILDHOOD P-4 BY TESTING AND HAVING A 3 HR. COURSE IN AR HISTORY: P-8, K-6, 1-6, K-12, P-4 (E.C.SPEC.ED)**

Early Childhood P-4 will be added to the credential when all licensure requirements are successfully completed and application is submitted. If “testing out”, test score(s) must be attached.

Teachers assigned to teach in a field that is out of their current level of licensure, or in an exception area, shall complete an approved performance-based program of study, as defined by an Arkansas university, and pass the required assessment for the new licensure area. The application, when submitted, must bear the signature of the university’s Licensure Officer verifying completion of the program of study. The test score and transcript must be attached.

Required assessments:

Praxis II: Early Childhood Content Knowledge, test #10022

Minimum score required: 157

NOTE: Test at a Glance (TAAG) study guide booklets are available on line from www.ets.org/praxis/prxar.html. **Any teacher wishing to take any Praxis assessment is strongly encouraged to obtain these study materials.**

REQUIRED: A THREE- HOUR COLLEGE COURSE IN ARKANSAS HISTORY

The following background is strongly recommended before attempting the Praxis testing:

Recommended Content background:

- ✓ Growth, development, and learning of young children,
- ✓ Factors influencing individual growth and development of young children,
- ✓ Applications of developmental and curriculum theory,
- ✓ Planning and implementing curriculum for young children,
- ✓ Evaluating and reporting student progress and the effectiveness of instruction for young children,
- ✓ Professional and legal responsibilities for educators of young children.
- ✓ **Arkansas History (must have a 3 credit hour college-level course).**

Recommended Experience background:

- ✓ Developed understanding of cognitive development including concepts of the physical world and skills development such as manipulative skills.
- ✓ Developed understanding of physical, personal and social development of young children, including such areas as self-concept, learning styles, and stages of social development.
- ✓ Practice with planning, selecting, and implementing appropriate curriculum and materials for instruction of young children.
- ✓ Practice with organization and management of the physical learning environment.
- ✓ Practice with recognizing appropriate applications of developmental and curriculum theory.

Employing school district guidelines.

- The employing district will document the need to assign a teacher out of field because an appropriately credentialed teacher is not available.
- The employing superintendent shall submit a waiver request and completed ALP form to the ADE Office of Professional Licensure **within 30 days of the out-of-field teaching assignment**, thus documenting the above statement.
- The employing school district understands that a teacher working under this ALP shall make adequate yearly progress (as specified in the Rules Governing the Addition of Areas of Licensure or Endorsement) each year that the teacher is employed in the out-of-area assignment.
- The employing district understands that a teacher will have no more than three calendar years from the first date he/she was employed in the out-of-area assignment by any district to meet full licensure requirements for the additional licensure or endorsement being sought. A waiver request must be submitted each year the teacher is employed out-of-area.

School District Assurances:

I certify that the above statements are true and correct to the best of my knowledge.

Superintendent: _____ Date: _____

Teacher ALP guidelines.

Teachers must meet full licensure requirements for the additional license or endorsement being sought within three years of beginning the ALP.

Signature of teacher applicant: _____ Date: _____
S.S.#: _____

RETURN COMPLETED FORM TO:

Arkansas Department of Education
Office of Professional Licensure
Four Capitol Mall, Room 106 B
Little Rock, AR 72201-1071

Phone: 501.682.4342
Fax: 501.682.4898
www.arkansased.org