

ARKANSAS DEPARTMENT OF EDUCATION

**Licensure Endorsement for P-4 Licensed Teachers
to teach grades 5 & 6 only**

Additional Licensure Plan (ALP)
(area 107)

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/level 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 condition:

- Possess an initial or standard P-4 Early Childhood teaching license.
- Seek to add this area, and
- Be assigned to teach in this area rather than the one for which they are currently licensed.

Assessment requirements: Praxis II: Middle School Content Knowledge #0146
Minimum Score: 144

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

Teachers seeking to add this endorsement must successfully complete an approved performance-based program of study, as defined by an Arkansas university, and pass the required assessment for the new licensure area. (See the reverse side of this form for the program of study requirements.) The application, when submitted, must bear the signature of the university's Licensure Officer verifying completion of their program. The passing Praxis score report and official transcript must be attached.

Program of Study:

Nine (9) hours in the program of study must include:

- ✓ Adolescent growth & development
- ✓ Middle childhood teaching strategies and classroom management techniques
- ✓ Diverse learners in the middle childhood setting

Background:

The teacher must hold a **P-4 Early Childhood license** before being eligible to enroll in this endorsement program.

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 district superintendent shall submit a waiver request and completed ALP form with the Arkansas Department of Education (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-field assignment by any district to meet full licensure requirements for the additional licensure or endorsement area 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 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 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 license or endorsement being sought.

Applicant's signature: _____ 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