

ARKANSAS DEPARTMENT OF EDUCATION
Foreign Language: Mandarin Chinese
Grades 7-12
(area 009)
Additional Licensure Plan

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, or a provisional teaching license under the Non-Traditional Program for those who meet criteria for two licensure areas
- 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.

The additional area of licensure will be added to the credential when all licensure requirements are successfully completed and application is submitted.

Required assessments:

ACTFL: Oral Language Proficiency Interview
Written Language Proficiency Interview

Minimum score: Intermediate-High
Minimum score: Intermediate-High

Contact: Language Testing International (LTI)
ACTFL Testing Office
6 Executive Plaza
Yonkers, N.Y. 10701

Phone Number (914) 963-7110, Ext. 16
Fax Number (914) 963-7113
www.languagetesting.com

The following background is strongly recommended before attempting the assessments:

Recommended Content background:

- ✓ Listening comprehension in Mandarin Chinese
- ✓ Structure of the Mandarin Chinese language
- ✓ Reading comprehension in Mandarin Chinese
- ✓ Mandarin Chinese Culture
- ✓ Speaking and writing of the Mandarin Chinese language

Recommended Experience background:

- ✓ Practice with pedagogical approaches to planning instruction.
- ✓ Developed proficiency with planning lesson plans, demonstrating why specific topics are included in the Mandarin Chinese curriculum, and how the Mandarin Chinese curriculum fits into the total school curriculum.
- ✓ Developed ability to orally paraphrase in Mandarin Chinese.
- ✓ Practice with choosing and evaluating materials and instruction for Mandarin Chinese instruction.

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 authority will sign and file this ALP form with the ADE Office of Professional Licensure **within 30 days of the out-of-field teaching assignment**, thus documenting the above statement.
- The employing district understands that a teacher will have no more than three calendar years from the date of employment in an out-of-area assignment to meet full licensure requirements for the additional licensure or endorsement being sought.

School District Assurances:

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

School District authority: _____ 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.

Applicant's signature: _____ Date: _____ S.S.#: _____

RETURN COMPLETED FORM TO:

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

Phone: 501.682.4342
Fax: 501.682.4898
arkansased.org