

**ARKANSAS DEPARTMENT OF EDUCATION**  
**Reading Specialist Licensure Endorsement**  
**Grades P-8 and 7-12**  
*Additional Licensure Plan, (areas 297, 298)*

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.

**THIS AREA CANNOT BE ADDED BY TESTING ONLY.**

**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.

**Teachers assigned to work in this endorsement area must complete a Master's degree in Reading. They must also pass the required assessment for the new licensure area. The additional area of licensure will be added to the credential when all licensure requirements, including a Master's Degree in Reading, are successfully completed and application is submitted bearing the signature of the university's Licensure Officer, verifying completion of the program of study. Test score and official transcript must be attached.**

**Required Assessment:**

- **Praxis II: Reading Specialist, test #0300**  
**Minimum score required: 560**

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

**The following background is strongly recommended before attempting the Praxis testing.**

**Recommended Content Background:**

- ✓ Linguistic and cognitive bases of the reading process,
- ✓ Reading comprehension,
- ✓ Word identification,
- ✓ Vocabulary development,
- ✓ Reading methodologies,
- ✓ Diagnosis and reading program development.

**Recommended Experience Background:**

- ✓ Developed specialized responsibilities related to the teaching of reading.
- ✓ Demonstrated understanding of language as a communication system, including the relationships between or among listening, speaking, reading, writing and thinking.
- ✓ Experience with vocabulary development and comprehension skills, including strategies for teaching vocabulary and word origins.
- ✓ Study and practice with prescription, organization, and implementation of instruction on the basis of individual and/or group diagnosis.
- ✓ Study and practice with identifying and implementing needed improvements in school reading programs, including conducting assessments, program planning, and evaluating in-service programs in reading/language 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 superintendent shall submit a waiver request and completed 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 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 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 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 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: \_\_\_\_\_ S.S.# \_\_\_\_\_ Date: \_\_\_\_\_

**RETURN COMPLETED FORM TO:**

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

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Fax: 501.682.4898  
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