



LOUISIANA BOARD OF REGENTS

Academic & Student Affairs - Teacher Education

Procedures for Board of Regents Certificate Designation of Post-Degree Teacher and Educational Leader Certification/Endorsement Programs

A. Background Information

Consistent with the goals and purposes of statewide teacher education reform and redesign, the Board of Regents recognizes the development and implementation of new post-degree curricular structures intended to further educate already degreed individuals who wish to become certified as new teachers and/or earn additional teacher or educational leader certifications/endorsements. These guidelines are intended to provide a program mechanism which appropriately recognizes both the availability of these innovative curricular paths and to award individuals who have successfully completed such studies with an academic credential above and beyond previous degree attainment.

B. Terminology

For the purposes of these guidelines, the following definitions shall apply:

1. A “Post-Baccalaureate Certificate (P.B.C.)” refers to a program of studies restricted to students who have already earned baccalaureate degrees. The program of studies shall consist of at least 12 credit hours of additional undergraduate and/or graduate coursework taken at the granting institution, leading to the attainment of an initial teacher education credential, educational leadership credential, and/or additional teacher or leader certifications/endorsements.
2. A “Graduate Certificate (G.C.)” refers to a graduate-level academic offering that is earned after a student has already completed a recognized baccalaureate degree. The program of studies shall consist of at least 12 hours of additional graduate coursework taken at the granting institution, leading to the attainment of an initial teacher education credential, educational leadership credential, and/or additional teacher or leader certifications/endorsements.
3. A “Post-Masters Certificate (P.M.C.)” refers to a program of studies restricted to certified teachers who have already earned a masters degree. This program of studies shall consist of at least 12 credit hours of additional undergraduate and/or graduate coursework taken at the granting institution, leading to the attainment of an initial teacher education credential, educational leadership credential, and/or additional teacher or leader certifications/endorsements.

4. “Credentialing agency” means the state agency (e.g., Board of Elementary and Secondary Education/State Department of Education) that awards official credentials/licenses/endorsements after demonstration by an individual who has successfully completed licensing/credentialing/ endorsement requirements.

C. Eligibility

All public colleges/universities which offer state approved (i.e., Board of Regents and Board of Elementary and Secondary Education) degreed or non-degreed programs of study which meet content definitions given above are eligible to have programs recognized as post-degree certificate programs within the Board of Regents’ Curriculum Inventory. The Regents requires all public colleges and universities to register all such programs.

D. Procedures to Register Post-Degree Certificate Programs

1. As an existing program of study, a formal proposal for a new program is not required. If however, a new alternate teacher preparation program or new educational leadership program not previously approved by the Board of Regents and Board of Elementary and Secondary Education is being proposed, then a separate review process is mandated. Please contact Academic and Student Affairs (Teacher Education) within the Louisiana Board of Regents for more information regarding this matter.
2. To apply for designation as a state approved post-degree teacher preparation program of study, please complete the attached **Application for Board of Regents Certificate Designation of Post-Degree Teacher and Educational Leader Certification/Endorsement Programs**. A separate and distinct application should be filed for each program of study. As an example, a separate form must be submitted for a Post-Baccalaureate Program for the Practitioner Teacher Program for Grades 1-5, and a separate form for a Post-Baccalaureate Program for the Practitioner Teacher Program for Grades 4-8.
3. Upon completion of form informational requirements, appropriate campus head (or designee) and system board (or designee) approvals and signatures must be obtained.
4. The completed/signed form(s) should be sent to:

Attention: Dr. Jeanne M. Burns
Academic and Student Affairs – Teacher Education
Louisiana Board of Regents
1201 N. Third Street - Suite 6-200
Baton Rouge, LA 70821

Once processing is completed, the affected campus/system shall be informed of Regents action.

Application for Board of Regents Certificate Designation of Post-Degree Teacher and Educational Leader Certification/Endorsement Programs

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| Name of University: | |
| Name of Person Submitting the Form: | |
| Title of Person: | |
| E-mail Address: | |
| Office Telephone Number: | |

A. CERTIFICATE PROGRAMS

Directions: Please identify the type of program seeking degree designation, the name of the program, and the type of credential that will be attained upon completion of the program.

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| Proposed Program (Please check) | POST-BACCALAUREATE CERTIFICATE PROGRAM | |
| | Name of Program | <i>Practitioner Teacher Program (Grade Span & Content Areas:)</i> |
| | Type of Credential | <i>Level 1 Teacher License</i> |
| | Name of Program | <i>Certification-Only Alternate Path Program (Grade Span and Content Area(s):)</i> |
| | Type of Credential | <i>Level 1 Teacher License</i> |
| | Name of Program | <i>Add-on Certification Program (Grade Span and Content Area:)</i> |
| | Type of Credential | <i>Additional area of certification added to Level 1 or Level 2 Teacher License</i> |

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| Proposed Program (Please check) | GRADUATE CERTIFICATE PROGRAM | |
| | Name of Program | <i>Practitioner Teacher Program (Grade Span & Content Areas:)</i> |
| | Type of Credential | <i>Level 1 Teacher License</i> |
| | Name of Program | <i>Certification-Only Alternate Path Program (Grade Span and Content Area(s):)</i> |
| | Type of Credential | <i>Level 1 Teacher License</i> |
| | Name of Program | <i>Add-on Certification Program (Grade Span and Content Area:)</i> |
| | Type of Credential | <i>Additional area of certification added to Level 1 or Level 2 Teacher License</i> |

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| Proposed Program (Please check) | POST-MASTERS CERTIFICATE PROGRAM | |
| | Name of Program | <i>Alternate Educational Leadership Program</i> |
| | Type of Credential | <i>Level 1 Educational Leader License</i> |
| | Name of Program | <i>School Turnaround Specialist Program</i> |
| | Type of Credential | <i>School Turnaround Specialist Endorsement added to Level 2 Educational Leader License</i> |

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| Name of University: | |
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B. PREFIXES, COURSE TITLES, AND CREDIT HOURS FOR CERTIFICATE PROGRAMS

Directions: Please list the course prefixes, numbers, titles, and credit hours that have been approved by the university for the program cited above.

| Course Prefixes and Numbers | Course Titles | Credit Hours |
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| Total Credit Hours | | |

Note: All programs must result in a state license/credential/ endorsement/certification.

C. APPROVAL SIGNATURES

I certify that the university has addressed all requirements of the credentialing agency for the identified credential and that the university currently possesses the necessary faculty, staff, resources, and facilities to deliver the program.

Campus Head (or designee)

Date

System Board (or designee)

Date

Board of Regents Designee

Date

Credentialing Agency Designee

Date