

STUDENTS WITH DISABILITIES STANDARD CERTIFICATE (ENDORSEMENT CODE: 2475)

TO AVOID DELAYS: After applying online, please email any transcripts, letters, forms, copies of out-of-state certification or other required documents to certapplication@doe.nj.gov. Electronic transcripts must be sent directly from your university, college, clearinghouse or school. Please include your tracking number in the subject line of all correspondence with our office.

This endorsement authorizes the holder to teach students classified with disabilities to one of the designated populations as per the teachers' content and/or grade level endorsements authorize. They may also provide consultative services and supportive resource programs including modification and adaptation of curriculum and instruction to students with disabilities in general education programs in grades preschool through 12.

Cumulative GPA Requirement

- New Jersey requires that candidates for certification achieve a cumulative **GPA of at least 3.0 when a GPA of 4.00** equals an A grade for students graduating on or after **September 1, 2016 (2.75 for those graduating before September 1, 2016)** in a baccalaureate degree program, higher degree program or a State-approved post-baccalaureate certification program with a minimum of 13 semester-hour credits.
- Please note that there are GPA Flexibility Rules where a high praxis score may offset a GPA that is lower than 3.0, but higher than 2.75.

Instructional Certification

- The Teacher of Students with Disabilities endorsement is not a standalone certificate. Candidates need to hold a CE, CEAS or standard NJ instructional certificate with an endorsement appropriate to the subject or grade level to be taught. If you have not yet applied for instructional certification, please see the NJ DOE website for details and a listing of instructional endorsements.

Professional Teacher Preparation

- Current regulations for certification require that applicants complete a State-approved Teacher of Students with Disabilities program that culminates in supervised clinical practice. When you apply, please attach the Verification of Program Completion form.

State Teaching Certificate

- Please submit a copy of an out-of-state teaching certificate that is equivalent to a NJ Standard Instructional Certificate. Holders of a NJ Standard Instructional Certificate do not need to send in a copy of their certificate.

Record of Professional Experience

- Please submit the Record of Professional Experience form which must be filled out by your employer.

The New Jersey Department of Education will make the final determination as to whether or not the experience meets NJ reciprocity regulations.

Please Note: Holders of a NJ standard instructional certificate do not need to send in the above form with the exception of those who hold a standard *Teacher of the Handicapped* certificate.

Fee Requirement

- No checks or money orders will be accepted
- Please make the payment online
- Please notify your examiner after payment has been made.
- If your application expires after six months, you will be charged a fee of \$70.
- All fees, including money left on file, are nonrefundable

You cannot complete the entire application process online. After applying online, please email all necessary documentation to certapplication@doe.nj.gov. Electronic transcripts must be sent directly from your university, college, clearinghouse or school. Please include your tracking number in the subject line of all correspondence with our office.

If the above requirements have been met, then you may complete the online application in the Teacher Certification Information System (TCIS).