

## **SCHOOL NURSE (INSTRUCTIONAL) STANDARD CERTIFICATE (ENDORSEMENT CODE: 3000)**

**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](mailto: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.

The school nurse endorsement authorizes the holder to perform nursing services and to teach in areas related to health in all public schools.

### **Bachelor's Degree Requirement**

- A bachelor's degree from a regionally accredited college or university.

### **NJ Registered Nurse License**

- A current New Jersey registered professional nurse license issued by the NJ State Board of Nursing is required. **You will need to present evidence of this license.** You may do so by submitting a copy of the license.

### **CPR & AED Certificate(s)**

- A current cardiopulmonary resuscitation (CPR) and automated external defibrillators (AED) certificate is required. **You will need to present evidence of this certificate.** You may do so by submitting a copy of the certificate(s).

### **Required Study**

- 21 semester hour credits that include all 7 areas listed below:
  1. a minimum of 6 credits in school nursing:  
The study must include school health services, physical assessments, organization and administration of the school health program, and clinical experience in a school nurse office.
  2. a course in health assessment
  3. a course in special education and/or learning disabilities
  4. a course in methods of teaching health and curriculum development
  5. a course in public health
  6. a course in guidance/counseling
  7. a course in school law including aspects of school nursing

**All credits must appear on a regionally accredited 4-year college/university transcript.**

**Please provide OFFICIAL course descriptions from your college/university catalogue for courses that you believe cover the areas above.** The amount of credits needed to meet the required areas of study may exceed that of the required 21 credit minimum. This means that you may have to complete more than 21 credits in order to meet all required areas of study.

### **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](mailto: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).