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# Title 28 EDUCATION

## Part CXXXI. Bulletin 746—Louisiana Standards for State Certification of School Personnel

### Chapter 1. Introduction

#### §101. Purpose

A. Certification is a licensing process whereby qualified professionals become legally authorized to teach or to perform designated duties in K-12 schools and early learning centers under the jurisdiction of the Board of Elementary and Secondary Education (BESE).

B. Revisions to certification policy adopted by BESE will include specified implementation dates. Revisions to Praxis exams will allow for a 12-month transition period from the date of adoption by BESE. Additionally:

1. if the passing score for a specific PRAXIS exam increases, there will be a 12-month period from the date of adoption by BESE to the effective date;

2. if the passing score for a specific PRAXIS exam decreases, scores achieved up to 12 months prior to the effective date adopted by BESE will be accepted.

C. When revised certification policy requirements necessitate a program change at the college level, a notice shall be given to institutions of higher education that have teacher preparation programs so that catalogs can be revised and incoming freshman can be notified of the changes.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, 17:7(6), R.S. 17:8.1-8.9 and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 32:1782 (October 2006), amended LR 43:1290 (July 2017), LR 46:17 (January 2020), LR 48:414 (March 2022), repromulgated LR 48:1014 (April 2022), amended LR 51:274 (February 2025).

#### §103. General Provisions

A. Effectiveness for Teachers. Beginning September 1, 2023, for renewal or advancement of teaching certification as required in individual sections of this Part and the standards of effectiveness in accordance with LAC 28:CXLVII (*Bulletin 130*), effectiveness may be met for the specified number of years in the following manner:

1. A teacher serving in a nonpublic school setting must earn the specified number of effective ratings per local personnel evaluations.

2. A teacher serving in a public school setting is required to meet the standards of effectiveness in accordance with LAC 28:CXLVII (*Bulletin 130*) Chapter 3.

3. A teacher providing instruction in a public school setting, not employed by but contracted to the public school

with a BESE-approved company, must earn effective ratings per employer personnel evaluations.

4. Educators serving in multiple settings may be credited with evaluations appropriate to the employment setting for each year.

5. Any out-of-state experience must be verified as successful by the out-of-state employing authority or SEA.

B. Effectiveness for Leaders. Beginning September 1, 2023, for renewal or advancement of leadership certification as required in individual sections of this Part and the standards of effectiveness in accordance with LAC 28:CXLVII (*Bulletin 130*), effectiveness may be met for the specified number of years in the following manner:

1. Individuals employed in a leadership capacity at the school level in the public school setting must meet the standards of effectiveness in accordance with LAC 28:CXLVII (*Bulletin 130*) Chapter 3.

2. Individuals employed in a leadership capacity at the district level must earn effective ratings per local personnel evaluations.

3. Individuals employed in a leadership capacity in a nonpublic setting must earn effective ratings per local personnel evaluations.

4. Any out-of-state experience must be verified as successful by the out-of-state employing authority or SEA.

5. Educational leaders serving in multiple settings may be credited with evaluations appropriate to the setting for each year.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, 17:7(6), R.S. 17:8.3 and 8.4, and R. S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 50:20 (January 2024).

### Chapter 3. Initial Teacher Certification

#### Subchapter A. Teacher Certification Areas and Required Competencies

Editor's Note: The name of the Division of Student Standards and Assessments has been changed to The Division of Student Standards, Assessments, and Accountability.

#### §301. Overview

A. *Louisiana Revised Statute 17:7* provides for the duties, functions, and responsibilities of the Board of Elementary and Secondary Education (BESE). Specifically,

17:7(6)(a)(i) states that BESE shall prescribe qualifications and provide for certification of teachers in accordance with applicable law, and that such qualifications and requirements shall ensure that certification shall be a reliable indicator of minimum current ability and proficiency of the teacher to educate at the grade level and in the subject(s) to which the teacher is assigned.

B. When a candidate has successfully completed a state-approved program that develops and assesses mastery of the competencies and has met state testing and grade point average certification requirements, the program provider recommends the candidate for certification.

1. The LDOE will accept no final grade below a "C" in coursework within the approved undergraduate program, with the exception of the general education requirements. All coursework used for certification purposes must be for regular credit and not of a remedial or developmental nature.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, 17:7(6), R.S. 17:3902 and R.S. 17:8.1-8.5.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 32:1797 (October 2006), LR 48:415 (March 2022), repromulgated LR 48:1017 (April 2022), repromulgated LR 49:2094 (December 2023), amended LR 51:274 (February 2025).

## Subchapter B. Testing Required for Certification

### §303. Certification Exams and Scores

A. A teacher applicant for certification must successfully complete the appropriate written or computer-delivered assessment identified in this Section prior to issuance of a Louisiana educator credential. Praxis scores, for certification purposes, must be received by the LDOE via the electronic ETS Praxis score report forwarded directly from ETS, or the original official Praxis score report issued by ETS submitted with the certification application.

#### B. Pedagogy Exams

##### 1. Principles of Learning and Teaching (PLT) Exams:

a. Principles of Learning and Teaching: Early Childhood (0621 or 5621), effective 1/1/12, score 157;

b. Principles of Learning and Teaching: K-6 (0622 or 5622), effective 1/1/12, score 160;

c. Principles of Learning and Teaching: 5-9 (0623 or 5623), effective 1/1/12, score 160; or

d. Principles of Learning and Teaching: 7-12 (0624 or 5624), effective 1/1/12, score 157.

##### 2. Early Intervention Pedagogy Exams:

a. Special Education: Core Knowledge and Applications (0354 or 5354), effective 1/1/12 to 12/31/13, score 145;

b. Special Education: Early Childhood (0691 or 5691), effective 1/1/14 to 8/31/23, score 159; or

c. Special Education: Early Childhood/Early Intervention (5692), effective 9/1/22, score 159.

##### 3. Deaf and Hard of Hearing Pedagogy Exams:

a. Special Education: Core Knowledge and Applications (0354 or 5354), score 145; and Education of Deaf and Hard of Hearing Students (0271), effective 11/1/11 to 12/31/13, score 160; or

b. Special Education: Core Knowledge and Applications (0354 or 5354), score 145; and Special Education: Education of Deaf and Hard of Hearing Students (0272 or 5272), effective 1/1/14 to 8/31/24, score 160; or

c. Special Education: Foundational Knowledge (5355), score 145; and Special Education: Education of Deaf and Hard of Hearing Students (0272 or 5272), effective 9/1/23, score 160.

##### 4. Mild to Moderate Pedagogy Exams:

a. Special Education: Core Knowledge and Mild to Moderate Applications (0543 or 5543), effective 9/1/11 to 8/31/24, score 153; and PLT specific to grade level (K-6, 5-9, or 7-12); or

b. Special Education: Foundational Knowledge (5355), effective 9/1/23, score 145.

##### 5. Significant Disabilities Pedagogy Exams:

a. Special Education: Core Knowledge and Severe to Profound Applications (0545 or 5545), effective 9/1/11 to 8/31/24, score 153; or

b. Special Education: Severe to Profound (5547), effective 9/1/23, score 156.

##### 6. Visual Impairments/Blind Pedagogy Exams:

a. Special Education: Core Content Knowledge and Applications (0354 or 5354), effective 11/1/11 to 12/31/13, score 145; or

b. Special Education: Core Content Knowledge and Applications (0354 or 5354), effective 1/1/14 to 8/31/24, score 145 and Special Education: Teaching Students with Visual Impairments (0282), effective 1/1/14 to 8/31/24, score 163;

c. Special Education: Foundational Knowledge (5355), effective 9/1/23, score 145; and Special Education: Teaching Students with Visual Impairments (0282 or 5282), effective 9/1/23, score 163.

#### C. Birth to Kindergarten

##### 1. Content Requirements:

a. Early Childhood Content Knowledge (5022) prior to 9/1/15, score 160;

b. Early Childhood Education (5025), effective 9/1/15, score 156;

c. Education of Young Children (5024), effective 9/1/15, score 160; or

d. Pre-Kindergarten Education (5531), effective 9/1/15, score 155.

2. Principles of Learning and Teaching: Early Childhood in accordance with §303.B.

3. Teaching of Reading: Elementary or Elementary Teaching Reading Language Arts Subtest in accordance with Subsection O of this Section.

D. Early Childhood PK-3

1. Content Requirements:

a. Elementary Education: Content Knowledge (0014 or 5014) prior to 9/1/15, score 150;

b. Elementary Education: Content Knowledge (5018), effective 9/1/15 to 8/31/17, score 163; or

c. Elementary Multiple Subjects (5001), effective 9/1/15, or Louisiana Elementary Multiple Subjects (7001), effective 6/1/24, consisting of four separately timed subjects. Subtests from either series (5001 or 7001) may be combined to meet all four subtest requirements:

i. Reading Language Arts (5002), score 157, or Reading Language Arts (7002), for scores as outlined in Paragraph 2 of this Subsection; and

ii. Mathematics (5003), score 157, or Mathematics (7003), effective 6/1/24, score 157; and

iii. Social Studies (5004), score 155, or Social Studies (7004), effective 6/1/24, score 155; and

iv. Science (5005), score 159, or Science (7005), effective 6/1/24, score 159.

2. Teaching of Reading: Elementary or Elementary Teaching Reading Language Arts Subtest in accordance with Subsection O of this Section.

3. Principles of Learning and Teaching: Early Childhood in accordance with §303.B.

E. Elementary Grades 1-5

1. Content Requirements:

a. Elementary Education: Content Knowledge (0014 or 5014) prior to 9/1/15, score 150;

b. Elementary Education: Content Knowledge (5018), effective 9/1/15 to 8/31/17, score 163; or

c. Elementary Multiple Subjects (5001), effective 9/1/15, or Louisiana Elementary Multiple Subjects (7001), effective 6/1/24, consisting of four separately timed subtests. Subtests from either series (5001 or 7001) may be combined to meet all four subtest requirements:

i. Reading Language Arts (5002), score 157, or Reading Language Arts (7002), for scores as outlined in Paragraph 2 of this Subsection; and

ii. Mathematics (5003), score 157, or Mathematics (7003), effective 6/1/24, score 157; and

iii. Social Studies (5004), score 155, or Social Studies (7004), effective 6/1/24, score 155; and

iv. Science (5005), score 159, or Science (7005), effective 6/1/24, score 159.

2. Teaching of Reading: Elementary (5205), effective 1/1/24, score 159, or Reading Language Arts (7002) is required, in accordance with §303.O of this part. Candidates already enrolled in the year-long residency and holding either the PL or R credential prior to 1/1/25 are not subject to this provision.

3. Principles of Learning and Teaching: K-6 in accordance with §303.B.

F. Middle School Grades 4-8 Certification Areas

1. Content Requirements

a. Mathematics 4-8:

i. Middle School Mathematics (0069) prior to 1/1/14, score 148;

ii. Middle School Mathematics (5169) effective 1/1/14 to 8/31/22, score 165; or

iii. Middle School Mathematics (5164), effective 9/1/21, score 157.

b. Science 4-8:

i. Middle School Science (0439), prior to 6/8/14, score 150;

ii. Middle School Science (5440), effective 6/8/14 to 3/31/22, score 150; or

iii. Middle School Science (5442), effective 4/1/21, score 152.

c. Social Studies 4-8:

i. Middle School Social Studies (0089 or 5089), score 149.

d. English/Language Arts 4-8:

i. Middle School English/Language Arts (0049 or 5049), prior to 1/1/14, score 160; or

ii. Middle School English (5047), effective 1/1/14, score 164.

2. Principles of Learning and Teaching: 5-9 in accordance with §303.B.

G. Grades 6-12 Core Certification Areas

1. Content Requirements

a. Biology:

i. Biology: Content Knowledge (0235 or 5235), effective 9/1/12 to 8/31/23, score 150; or

ii. Biology: Content Knowledge (5236), effective 9/1/22, score 154.

b. Chemistry:

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i. Chemistry: Content Knowledge (0245 or 5245), effective 9/1/12 to 8/31/23, score 151; or

ii. Chemistry: Content Knowledge (5246), effective 9/1/22, score 146.

c. Earth Science or Environmental Science:

i. At this time, a content area exam is not required for certification in Louisiana. For initial teacher certification, 30 semester hours in the content area is required in lieu of an exam.

d. English:

i. English Language, Literature, and Composition: Content Knowledge (0041 or 5041), effective 9/1/99 to 7/20/13, score 160; and English Language, Literature, and Composition: Pedagogy (0043), effective 9/1/99 to 7/20/13, score 130;

ii. English Language, Literature and Composition: Content Knowledge (0041 or 5041), effective 7/20/13 to 8/31/14, score 160; or

iii. English Language Arts: Content and Analysis (5039), effective 1/1/14, score 168.

e. General Science:

i. General Science: Content Knowledge (0435 or 5435), effective 9/1/12 to 8/31/23, score 156; or

ii. General Science: Content Knowledge (5436), effective 9/1/22, score 141.

f. Mathematics:

i. Mathematics: Content Knowledge (0061 or 5061), effective 6/1/10 to 12/31/13, score 135; or

ii. Mathematics: Content Knowledge (5161), effective 1/1/14 to 8/31/22, score 160; or

iii. Mathematics: Content Knowledge (5165), effective 9/1/21, score 159.

g. Physics:

i. Physics: Content Knowledge (0265 or 5265), effective 9/1/12 to 8/31/23, score 141; or

ii. Physics: Content Knowledge (5266), effective 9/1/22, score 145.

h. Social Studies:

i. Social Studies: Content and Interpretation (0086 or 5086), effective 1/2/12 to 12/31/19, score 160; or

ii. Social Studies: Content and Interpretation (0086 or 5086), effective 1/1/20, score 153.

2. Principles of Learning and Teaching: 7-12 in accordance with §303.B.

H. Grades 6-12 Core Foreign Language Certification Areas

1. Content Requirements:

a. American Sign Language. American Sign Language Proficiency Interview (ASLPI-0634), score 3+170;

b. Chinese. Chinese (Mandarin): World Language (5665), effective 6/1/13, score 164;

c. French. French: World Language (5174), effective 10/1/10, score 157;

d. German. German: World Language (5183), effective 10/1/10, score 157;

e. Latin. At this time, a content area exam is not required for certification in Louisiana. For initial teacher certification, 30 semester hours in the content area is required in lieu of an exam; or

f. Spanish. Spanish: World Language (5195), effective 10/1/10, score 157.

2. Pedagogy Requirements:

a. Principles of Learning and Teaching: 7-12 (0624 or 5624), effective 1/1/12, score 157 until 6/30/13; or

b. World Languages Pedagogy 0841, effective 7/1/13, score 158.

I. Grades 6-12 Non-Core Content Certification Areas

1. Content Requirements

a. Agriculture:

i. Agriculture (0700), prior to 6/8/14, score 510; or

ii. Agriculture (5701), effective 6/8/14, score 147.

b. Business. Business Education: Content Knowledge (0101 or 5101), effective 11/1/10, score 154.

c. Computer Science

i. Computer Science (5652), effective 6/1/24, score 149; or

ii. 30 semester hours of Computer Science Coursework, for completers of a BESE-approved program effective until 6/1/27.

d. Family and Consumer Sciences:

i. Family and Consumer Sciences (0121 or 5121), prior to 6/8/14, score 141; or

ii. Family and Consumer Sciences (5122), effective 6/8/14 - 8/31/25, score 153; or

iii. Family and Consumer Sciences (5123), effective 9/1/24, score 151.

e. Journalism or Marketing. At this time, a content area exam is not required for certification in Louisiana. For initial teacher certification, 30 semester hours in the content area is required in lieu of an exam.

f. Speech. Speech Communications (0221 or 5221), effective 9/1/09, score 146.



- g. Technology Education.
  - i. Technology Education (0051 or 5051), effective 1/1/12 - 8/31/25, score 159; or
  - ii. Technology and Engineering Education (5053), effective 9/1/24, score 157.

2. Principles of Learning and Teaching: 7-12 in accordance with §303.B.

J. Content Add-on Certification Areas

1. Content Requirements

- a. Algebra I. Algebra I (5162), effective 8/14/18, score 157.
- b. Geometry. Geometry (5163), effective 6/15/22, score 148.
- c. K-5 Computer Science and STEM. STEM for Elementary Grades (5036), effective 1/1/25, score 154.

K. All-Level K-12 Certification Areas

1. Content Requirements

- a. Art K-12: Art: Content Knowledge (0134 or 5134), effective 1/1/12, score 159.
- b. Dance K-12 or Theater K-12: No exam available. Thirty semester hours in the content area is required in lieu of an exam.
- c. Health and Physical Education K-12:
  - i. Physical Education: Content Knowledge (0091 or 5091), prior to 6/8/14, score 146; or
  - ii. Health and Physical Education (5857), effective 6/8/14, score 160.
- d. Music K-12. Music: Content Knowledge (0113 or 5113), effective 7/1/03, score 151.

2. Pedagogy Requirements:

- a. Principles of Learning and Teaching: K-6 in accordance with §303.B;
- b. Principles of Learning and Teaching: 5-9 in accordance with §303.B; or
- c. Principles of Learning and Teaching: 7-12 in accordance with §303.B.

L. All-Level K-12 Foreign Language

1. Content Requirements:

- a. American Sign Language. American Sign Language Proficiency Interview (ASLPI-0634), score 3+170;
- b. Chinese. Chinese (Mandarin): World Language (5665), effective 6/1/13, score 164;
- c. French. French: World Language (5174), effective 10/1/10, score 157;

d. German. German: World Language (5183), effective 10/1/10, score 157;

e. Latin. At this time, a content area exam is not required for certification in Louisiana. For initial teacher certification, 30 semester hours in the content area is required in lieu of an exam; or

f. Spanish. Spanish: World Language (5195), effective 10/1/10, score 157.

2. Pedagogy Requirements

a. Prior to 6/30/13:

- i. Principles of Learning and Teaching: K-6 (0622 or 5622), effective 1/1/12, score 160;
- ii. Principles of Learning and Teaching: 5-9 (0623 or 5623), effective 1/1/12, score 160; or
- iii. Principles of Learning and Teaching: 7-12 (0624 or 5624), effective 1/1/12, score 157.

b. World Languages Pedagogy 0841, effective 6/30/13, score 158.

M. Special Education Areas

1. Early Interventionist:

- a. Content Requirements: Early Childhood Education content exam in accordance with §303.D.1;
- b. Principles of Learning and Teaching: Early Childhood in accordance with §303.B.1; or
- c. Early Interventionist Pedagogy Exam in accordance with §303.B.2.
- d. Teaching of Reading: Elementary or Elementary Teaching Reading Language Arts Subtest in accordance with Subsection O of this Section.

2. Deaf and Hard of Hearing:

- a. Content Requirements: Elementary Content Knowledge exam in accordance with §303.E;
- b. Deaf and Hard of Hearing Pedagogy exam in accordance with §303.B.3 of this Section;
- c. Teaching of Reading: Elementary or Elementary Teaching Reading Language Arts Subtest in accordance with Subsection O of this Section.

3. Mild to Moderate Disabilities:

- a. All candidates must pass a content area exam appropriate to the certification level 1-5, 4-8, or 6-12, or core subject-specific exams for middle or secondary grades;
- b. Mild to Moderate Pedagogy exam in accordance with §303.B.4;
- c. Integrated to Merged program completers: Principles of Learning and Teaching appropriate to grade level K-6, 5-9, or 7-12;

d. Teaching of Reading: Elementary or Elementary Teaching Reading Language Arts Subtest in accordance with Subsection O of this Section.

4. Significant Disabilities:

a. Content Requirements: Elementary Content Knowledge exam in accordance with §303.E;

b. Significant Disabilities Pedagogy exam in accordance with §303.B.5;

c. Teaching of Reading: Elementary or Elementary Teaching Reading Language Arts Subtest in accordance with Subsection O of this Section.

5. Visual Impairments/Blind:

a. Content Requirements: Elementary Content Knowledge exam in accordance with §303.E;

b. Visual Impairments/Blind Pedagogy exams in accordance with §303.B.6;

c. Teaching of Reading: Elementary or Elementary Teaching Reading Language Arts Subtest in accordance with Subsection O of this Section.

N. Administrative and Instructional Support Areas

1. Educational Leader—Level 1:

a. School Leaders Licensure Assessment (SLLA), (1011 or 6011), effective 9/1/09 to 7/31/20, score 166;

b. School Leaders Licensure Assessment (SLLA) (6990), effective 9/1/19, score 151; or

c. Louisiana Leadership Assessment Series (LLAS), effective 4/1/20, score of ‘demonstrated’ for at least 9 assessments within the series.

d. A candidate for the educational leader, level 1 certification who earns a passing score on the LLAS during the pilot phase (2019) will be eligible for the educational leader, level 1 certificate if the candidate has met all other requirements for the graduate degree pathway or one of three alternate pathways.

2. Educational Leader—Level 3:

a. School Superintendent Assessment (SSA) (6021), effective 1/1/13 to 7/31/20, score 160; or

b. School Superintendent Assessment (SSA) (6991), effective 9/1/19, score 162.

3. School Counselor (K-12):

a. Professional School Counselor (0421 or 5421), effective 7/1/15 to 8/31/23, score 156; or

b. School Counselor (5422), effective 9/1/22, score 159.

4. School Librarian:

a. Library Media Specialist (0311 or 5311), effective 9/1/12 to 8/31/23, score 136; or

b. School Librarian (5312), effective 9/1/22, score 154.

O. Reading Exams:

1. Teaching of Reading Exam (0204 or 5204), effective 9/1/11 to 7/31/20, score 157;

2. Teaching of Reading: K-12 Exam (0206 or 5206), effective 9/1/19, score 156;

3. Teaching of Reading: Elementary Exam (5205), effective 1/1/23, score 159.

4. Elementary Teaching Reading Language Arts Subtest (7002), effective 6/1/24 to 12/31/26, score 138; or

5. Elementary Teaching Reading Language Arts Subtest (7002), effective 1/1/27 to 12/31/28, score 147; or

6. Elementary Teaching Reading Language Arts Subtest (7002), effective 1/1/29, score 153.

P. Mentor Teacher and Content Leader. The mentor teacher certificate and content leader certificate may be earned by passing the applicable Louisiana assessment series.

1. Mentor Teacher. Louisiana Mentor Teacher Assessment Series—Elementary, Secondary ELA, Secondary Math, or Universal, must pass two coaching-related components.

2. Content Leader:

a. Louisiana Content Leader Assessment Series, must pass four components; or

b. Louisiana Intervention Content Leader Assessment Series, must pass three components.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:3902, and R.S. 17:8.1-8.5

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 32:1797 (October 2006), amended LR 37:558 (February 2011), LR 38:1951 (August 2012), LR 46:01375 (October 2020), amended LR 48:416 (March 2022), repromulgated LR 48:1018 (April 2022), LR 48:2099 (August 2022), LR 48:2554 (October 2022), LR 48:2730 (November 2022), LR 49:36 (January 2023), repromulgated LR 49:2096 (December 2023), amended LR 50:21 (January 2024), repromulgated LR 50:173 (February 2024), amended LR 50:659 (May 2024), amended LR 50:1448 (October 2024), LR 51:274 (February 2025).

## Chapter 5. Teaching Credentials, Licenses and Certifications

### Subchapter A. Standard Teaching Certificates

#### §501. Overview

A. An individual must have an official teaching credential, license, or certificate to provide instructional or other designated services in the Louisiana K-12 schools and early learning centers. Louisiana issues three categories of teaching licenses: Standard, Nonstandard, and Ancillary. The first three Subchapters of this Chapter are devoted to these

categories. A fourth Subchapter presents a policy for Special Considerations for Teachers Called to Active Military Duty.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 32:1812 (October 2006), amended LR 35:2752 (December 2009), LR 40:1329 (July 2014), LR 46:1380 (October 2020), amended LR 48:429 (March 2022), repromulgated LR 48:1032 (April 2022).

### §503. Introduction

A. There are six types of standard teaching certificates issued by the state of Louisiana:

1. professional Level 1, 2, and 3 certificates;
2. type C, B, and A certificates;
3. out-of-state certificate;
4. world language certificates (WLC);
5. practitioner 1, 2, and 3 licenses; and
6. standard certificates for teachers in non-public schools.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 32:1812 (October 2006), amended LR 35:2752 (December 2009), LR 46:01375 (October 2020), LR 48:429 (March 2022), repromulgated LR 48:1033 (April 2022), amended LR 50:659 (May 2024).

### §505. General Provisions

A. Non-Practicing Status or Operational Role Status for Standard Teaching Certificates

1. The LDE may grant:

- a. non-practicing status to any teacher who applies after ceasing employment as a teacher or leader in a local education agency;
- b. operational role status to any teacher who is serving in a role that cannot be evaluated per student growth measures.

2. Non-practicing status will take effect on the last day of employment in the local education agency evaluated role, as verified by the employing LEA.

a. If an educator was never employed in a Louisiana school system, the program provider may make the request.

3. Operational role status will take effect on the first day of employment in a role that cannot be evaluated per student growth measures, as verified by the employing LEA.

4. Operational role teachers returning to a role that can be evaluated per student growth measures must be evaluated with student growth measures upon return to that role.

5. Non-practicing teachers returning to practice and operational role teachers returning to a role that can be evaluated per student growth measures may apply through a local education agency to have the certificate returned to

practicing status with validity for the number of years remaining in the renewal period of the certificate.

6. Final effectiveness ratings earned while in active status will be retained during non-practicing status and operational role status and applied to any subsequent renewal or extension.

7. The first date an educator can enter into non-practicing or operational role is August 1, 2012.

B. Medical Excuse and Exceptions. Exceptions to policy will be considered in the case of serious medical condition or unavailability of required coursework or exams. When serious medical problems of the teacher or immediate family exist, a doctor statement is required. Also required is a letter of assurance from the teacher documenting that the unmet policy requirements will be completed within a specified amount of time, as determined by LDOE. The final authority for approval and policy flexibility is at the discretion of the LDOE.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 35:2752 (December 2009), amended LR 38:3137 (December 2012), LR 40:1330 (July 2014), amended LR 48:429 (March 2022), repromulgated LR 48:1033 (April 2022), amended LR 50:660 (May 2024).

### §507. Professional Level Certificates

A. Level 1 is the entry-level professional certificate, valid for three years. The level 2 and level 3 certificates are valid for five years.

B. Louisiana Graduate Eligibility. Level 1 professional certificate requires successful completion of a state-approved traditional or alternate teacher preparation program, in accordance with LAC 28:XLV.Chapter 7.

1. Alternate preparation completers completing a one-year in-state residency as teacher of record must hold a practitioner's license (PL) in the certification area in which the teacher preparation program was completed and receive mentoring, as outlined in LAC 28:XLV.996, during the first year on a PL by a school-system based mentor teacher in accordance with §553 of this Chapter.

2. Alternate preparation candidates completing a one-year residency out-of-state must hold a resident teacher certificate in accordance with LAC 28:XLV.996. If the candidate completed the residency as teacher of record, holding a practitioner's license above is not required.

3. Undergraduate program completers and alternate preparation completers completing a one-year in-state residency must hold a resident teacher certificate in accordance with §535 of this chapter and receive mentoring by a classroom-based mentor teacher in accordance with §553 of this Chapter.

4. Undergraduate program completers completing a one-year out-of-state residency must hold a resident teacher certificate in accordance with LAC 28:XLV.996 and §535 of this Chapter.

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### 5. Grade Point Average Requirements:

a. minimum 2.20 undergraduate grade point average (GPA) on a 4.00 scale for entry into a teacher preparation program;

b. if an applicant does not meet the GPA requirement, certification may be issued if the following requirements are met:

i. if the program awards credit hours, the applicant shall achieve a minimum GPA of 3.00 on a 4.00 scale in the alternate teacher preparation program courses by the end of the first 12 credit hours and successfully complete the program.

ii. if the program does not award credit hours, the applicant shall demonstrate mastery of competencies as required by the program administrator and by the school system in which the applicant completes required clinical practice; and

c. minimum 2.50 GPA on a 4.00 scale upon completion of teacher preparation program, or if the program does not award credit hours, the applicant shall demonstrate mastery of competencies as required by the program administrator and by the school system in which the applicant completes required clinical practice;

d. satisfactorily complete all program requirements as set forth by BESE, including any requirements for clinical practice, at graduation or program completion;

e. an applicant who does not have the required program GPA shall demonstrate mastery of competencies as required by the program and by the school system in which the applicant completes required clinical practice and may be issued a TEP.

6. Exam Requirements. Passing scores on appropriate pedagogy, certification area, and specialty area exams in accordance with §303 of this Part, and in alignment with the content area in which the program was completed.

7. Applicants must be recommended by a state-approved university or private program provider for certification.

8. Applicants must have the required number of semester hours in the teaching of reading and literacy:

a. 9 semester hours for certification in Birth-K, PK-3, 1-5, general special education 1-5, and mild/moderate special education 1-5;

b. 6 semester hours for certification in middle grades 4-8, general special education 4-8, and mild/moderate special education 4-8;

c. 3 semester hours for certification in secondary 6-12 content areas, all-level K-12 areas, general special education 6-12, and mild/moderate special education 6-12;

d. 9 semester hours for certification in special education areas of early interventionist, hearing impaired, significant disabilities, and visually impaired.

e. Alternate preparation completers are required to complete the same number of semester hours or equivalent contact hours, or pass the adopted Teaching of Reading exam.

9. Beginning September 1, 2024, completers must earn the required number of semester hours or contact hour equivalent in the teaching of reading and literacy in alignment with the science of reading competencies for certification.

a. Birth-K, PK-3, Grades 1-5: 9 semester hours.

b. Middle Grades 4-6: 6 semester hours.

c. Secondary 6-12 content areas, all-level K-12 areas: 3 semester hours.

d. General and Special Education Integrated to Merged (Grades 1-5, 4-8, or 6-12), Early Interventionist, Hearing Impaired, Significant Disabilities, and Visually Impaired: 9 semester hours.

10. Beginning January 1, 2024, an applicant for initial certification in kindergarten through third grade shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part. Candidates already enrolled in the year-long residency and holding either the PL or R credential prior to January 1, 2025, are not subject to this provision.

11. Beginning September 1, 2028, literacy requirements include a minimum of three credit hours or contact hour equivalent regarding teaching students with dyslexia.

12. Beginning September 1, 2028, an applicant for initial certification must have earned coursework or equivalent contact hours in alignment with the adopted foundational numeracy competencies.

C. Out-of-state (OS) Graduate Eligibility and Foreign Applicant Eligibility. Level 1 professional certificate requires a minimum of a baccalaureate degree from a college or university accredited in accordance with 34 CFR 602. Credentials awarded from an institution outside of the United States and not accredited by one of the U.S. accrediting agencies may be submitted to a credentialing agency that is an endorsed member or a member in good standing with either the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators (AICE) with the original course-by-course evaluation including a statement verifying the comparability of the baccalaureate or graduate degree in the field of education; and

1. hold a standard out-of-state teaching certificate, or if no certificate was issued, a letter from the state education agency (SEA) or teacher preparation program provider in the state of origin verifying eligibility in that state for a certificate in the certification area(s); and

2. pass all parts of exams required for Louisiana certification in accordance with §303 of this Part for the

area(s) of certification, and the specialty area or content area exam in the certification area in which the teacher preparation program was completed or in which initial certification was issued;

3. complete student teaching, internship, residency, or year(s) of successful teaching experience as required by teacher preparation program provider or SEA; and

4. has not been out of teaching in the five year period immediately preceding first employment or application for a Louisiana educator credential.

5. An applicant who has not taught successfully for at least one year in the five years prior to date of application may be issued a one-year non-renewable OS1 certificate during which time the holder must earn an effective rating in accordance with §103 of this Part for issuance of a three-year non-renewable OS certificate.

6. National Board Certification fulfills exam requirements in corresponding areas for educators holding out-of-state certification/licensure.

7. Three years of successful teaching experience in another state, prior to first employment in or licensure application in Louisiana, as verified by the employing authority or SEA, fulfills exam requirements.

8. The employing authority must recommend applicant for further employment, and request issuance of a valid Louisiana educator credential.

9. Active military or military spouse applicants holding a standard professional certificate in another state, serving in Louisiana on a five-year OS, must earn effective ratings in accordance with §103 of this Part for at least three years during the five-year OS period to advance to a higher level professional certificate.

D. Level 2 Professional Certificate eligibility requirements:

1. hold or meet eligibility requirements for a level 1 certificate;

2. earn effective ratings for three years in accordance with §103 of this Part; and

3. accrue three years of teaching experience in an approved educational setting.

4. If the level 2 certificate is the initial certificate, a state-approved teacher preparation program provider must submit the request.

5. If the level 1 certificated teacher qualifies for advancement to a level 2 certificate, the request for the higher certificate must be submitted directly to the LDE by the employing authority.

E. Level 3 Professional Certificate eligibility requirements:

1. hold or meet eligibility requirements for a level 2 certificate;

2. earn a graduate degree from a college or university accredited in accordance with 34 CFR 602; and

3. have five years of teaching experience in an approved educational setting with any out-of-state experience verified as successful by the out-of-state employing authority or SEA.

4. If the level 3 certificate is the initial certificate, a state-approved teacher preparation program provider must submit the request.

5. If the level 2 certificated teacher qualifies for advancement to a level 3 certificate, the request for the higher certificate must be submitted directly to the LDE by the employing authority.

F. Renewal/Extension Guidelines for Level 1, Level 2, and Level 3 Certificates:

1. Level 1 certificate is valid for three years initially and may be extended thereafter for a period of one year at the request of a Louisiana employing authority with extensions of Level 1 certificates being limited to two such extensions.

2. Level 2 and level 3 certificates are valid for five years initially and may be renewed thereafter for a period of five years at the request of a Louisiana employing authority, contingent upon candidates being found effective in accordance with §103 of this Part for at least three years during the five-year initial or renewal period.

G. Temporary Employment Permit (TEP) Applicant Eligibility. Level 1 professional certificates require a minimum of a baccalaureate degree from a college or university accredited in accordance with 34 CFR 602. The Louisiana employing authority must submit the application recommending certification to the LDOE including a signed affidavit verifying there is no other available applicant meeting certification requirements for the specific teaching position.

1. Candidates serving on a TEP must successfully meet the standards of effectiveness by earning highly effective or effective proficient for five years in accordance with LAC 28:CXLVII (*Bulletin 130*) while serving on the TEP.

2. Upon successful passage of required examinations, a candidate serving on a TEP Option 1 is eligible for a Level 1 teaching certification.

3. The candidate must participate in a school-based mentor program for at least three years.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 32:1813 (October 2006), amended LR 35:2752 (December 2009), LR 36:2843 (December 2010), LR 38:2366 (September 2012), LR 40:1331 (July 2014), LR 46:1381 (October 2020), amended, LR 48:430 (March 2022), LR 48:1273 (May 2022), LR 48:2554 (October 2022), LR 49:37 (January 2023), LR 50:24 (January 2024), LR 50:488 (April 2024), amended LR 50:660 (May 2024), LR 51:276 (February 2025).

**§509. Type C Certificates**

A. Effective July 1, 2002, type C certificates are no longer issued for initial certification. The type C certificate is valid for three years. Teachers who hold type B and type A lifetime certificates will continue to hold these certificates. Effective July 1, 2012, type B and type A lifetime certificates will no longer be issued to teachers holding type C certificates applying for advanced certificates. Teachers holding a type C certificate who wish to apply for more advanced certification credentials will be granted a level 2 certificate, upon meeting the standards of effectiveness for at least three years, pursuant to Bulletin 130 and R.S. 17:3902.

B. Type C Certificate Renewal Guidelines. The type C certificate may be renewed for an additional one-year period upon the request of the Louisiana employing authority, subject to the approval of the LDE. Type C certificates are limited to two such extensions.

C. Type B Certificate—a lifetime certificate for continuous service, provided the holder does not allow any period of five or more consecutive years of disuse to accrue where not a regularly employed teacher for at least one semester, or 90 consecutive days, and/or the certificate is not revoked by the Board of Elementary and Secondary Education (BESE).

D. Type A Certificate—a lifetime certificate for continuous service, provided the holder does not allow any period of five or more consecutive years of disuse to accrue where not a regularly employed teacher for at least one semester, or 90 consecutive days, and/or the certificate is not revoked by the BESE.

1. Eligibility requirements:

- a. hold a type B or B\* certificate;
- b. have three years of successful evaluations;
- c. earn a graduate degree from an institution of higher education accredited in accordance with 34 CFR 602; and
- d. have five years of experience in an approved educational setting.

2. All out-of-state experience must be verified as successful by the out-of-state employing authority or SEA.

3. The request for the higher certificate must be submitted directly to the LDE by the employing authority.

E. Process for Reinstating Lapsed Types B and A Certificates

1. A certificate will lapse for disuse if the holder allows a period of five consecutive calendar years to pass where not a regularly employed teacher for at least one semester, or 90 consecutive days.

2. A lapsed certificate may be reactivated upon request of the Louisiana employing authority at the level attained prior to the five-year period of disuse. During the reactivated period the holder must earn effective ratings for at least three years during the five-year reactivation period.

Upon earning three effective evaluations, the lifetime validity of the certificate will be reinstated. The request for reinstatement must be submitted directly to the LDOE by the Louisiana employing authority.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 32:1814 (October 2006), amended LR 33:2356 (November 2007), LR 35:2753 (December 2009), LR 36:2000 (September 2010), LR 38:3137 (December 2012), LR 40:1331 (July 2014), LR 45:1460 (October 2019), LR 46:1381 (October 2020), LR 48:431 (March 2022), repromulgated LR 48:1035 (April 2022), LR 50:25 (January 2024).

**§511. Out-of-State (OS) Certificate**

A. An out-of-state (OS) certificate, valid for a three-year period, is not renewable, and is issued to a teacher who has completed an out-of-state teacher preparation program and either holds or is eligible for a standard certificate in the state in which the program was completed. The teacher is not initially eligible for a level 1, 2, or 3 Louisiana certificate but meets Louisiana certification requirements with the exception of the exam requirements in accordance with §303 of this Part. OS certification provides a transition period that permits the holder to be employed in Louisiana K-12 schools while completing Louisiana exam requirements. For continued employment as a teacher in a Louisiana school system after the three-year period has elapsed, the OS certificate holder must fulfill guidelines for a level 1 or higher-level certificate.

B. OS eligibility requirements:

1. earn a minimum of a baccalaureate degree from a college or university accredited in accordance with 34 CFR 602;
2. complete a teacher preparation program in another state;
3. hold a standard out-of-state teaching certificate, or if no certificate was issued, a letter from the state department of education or college of education dean verifying eligibility in that state for a certificate in the certification area(s);
4. complete student teaching or internship in a certification area, or in lieu of student teaching or internship have the years of successful teaching experience as required by the teacher preparation program provider or SEA;
5. a candidate who has not taught successfully for at least one year in the five years prior to the date of application may be issued a one-year non-renewable (OS1) certificate during which time the holder must be found effective in accordance with §103 of this Part for the issuance of a three-year non-renewable (OS) certificate; and
6. beginning January 1, 2017, the LDOE will issue a letter of eligibility for an OS certificate to requesting teachers who are not yet employed in Louisiana. Once employed as a teacher of record in an approved Louisiana school system, the OS certificate will be issued at the request of the Louisiana employing authority.

7. Active military or military spouse out-of-state applicants stationed in Louisiana will be issued the relevant standard professional level teaching certificate or eligibility for a five-year certificate, contingent upon the following.

a. A copy of military or military spouse out-of-state orders transferring the applicant or spouse to Louisiana must be submitted to LDOE.

b. LDOE will verify that all standard professional level teaching certificates from other states are in good standing.

c. A background check must be conducted in accordance with Louisiana statute to verify compliance with standards of practice.

d. Notification of eligibility will be issued no later than 20 days from the receipt of a complete application.

e. Once employed in Louisiana, a five-year standard professional level teaching certificate will be issued at the request of the Louisiana employing authority.

C. Advancing from OS to Professional Level 1, 2, or 3 Certificate

1. Pass exam(s) required for Louisiana certification in accordance with §303 of this Part.

2. National Board Certification fulfills exam requirements in corresponding areas for educators holding out-of-state certification/licensure.

3. Three years of successful teaching experience in another state prior to first employment or licensure application in Louisiana, as verified by the employing authority or SEA fulfills exam requirements. For active military or military spouses, any three years of successful teaching experience in another state, as verified by the employing authority or SEA, may fulfill exam requirements.

4. The employing authority must request issuance of a valid Louisiana educator credential.

5. Active military or military spouse applicants serving in Louisiana and holding a standard professional certificate in another state, not meeting exam exclusion, on a five-year OS must earn effective ratings, in accordance with §103 of this Part, for at least three years during the five-year OS period to advance to a higher level professional certificate.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 32:1814 (October 2006), amended LR 35:2754 (December 2009), LR 36:2001 (September 2010), LR 40:1332 (July 2014), LR 48:432 (March 2022), repromulgated LR 48:1036 (April 2022), LR 49:39 (January 2023), LR 50:25 (January 2024), amended LR 50:661 (May 2024).

### **§513. World Language Certificate (WLC) PK-12**

A. WLC certificate is valid for six years and may be issued to a foreign associate teacher who participates in the LDE Foreign Associate Teacher Program, and who teaches world language and/or immersion in grades PK-12.

B. WLC certificate allows the holder to receive the same benefits as a regularly certified teacher.

C. Eligibility guidelines:

1. minimum of baccalaureate degree in education or equivalent preparation in education from a foreign country with the status of the degree determined by the LDOE, or if LDOE staff cannot make a degree equivalent determination, the candidate credentials must be evaluated by a credentialing agency that is an endorsed member or a member in good standing with either the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators (AICE) with the course-by-course evaluation and U.S. degree equivalence;

2. a teaching certificate in the foreign country for the certification area and/or grade level that the candidate will teach in Louisiana;

3. evidence of two years of successful teaching experience in the country of origin with all out-of-state experience verified as successful by the out-of-state employing authority or SEA; and

4. a native speaker of the language being taught.

5. A request for issuance must be submitted by the Louisiana employing authority or LDOE World Languages Office.

D. Renewal Guidelines. Valid for six years initially and may be renewed thereafter for a period of six years at the request of a Louisiana employing authority. For renewal of a WLC certificate, candidates must successfully meet the standards of effectiveness for at least three years during the six-year initial or renewal period pursuant to state law and Bulletin 130.

E. Professional Certificate. A professional level 1 certificate may be issued after successful completion of exam requirements in accordance with §303 of this Part.

F. A foreign language teacher in a certified foreign language immersion program who cannot be certified or issued a license to teach through the board's Foreign Associate Teacher Program may be allowed to teach without passing the required examination, provided the teacher has at least a baccalaureate degree and complies with state laws regarding a criminal background check.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, R.S. 17:8.5, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:433 (March 2022), repromulgated LR 48:1036 (April 2022), LR 49:39 (January 2023), amended LR 50:661 (May 2024).

### **§515. Practitioner Licenses**

A. Issuance and Renewals

1. Practitioner licenses (PL) 1 and 2 may be issued for one year, renewed annually, and held for a maximum of three years while the holder completes an alternate program. Upon completion of the three years of employment on a PL

certificate, the holder must fulfill guidelines for a level 1 or higher-level certificate for continued employment in a Louisiana school system.

2. The practitioner license 3 may be issued for one year, renewed annually, and held for a maximum of four years while the holder completes an alternate program. Upon completion of the four years of employment on a PL certificate, the holder must fulfill guidelines for a level 1 or higher-level certificate for continued employment in a Louisiana school system.

3. Practitioner Licenses 1-3. Beginning with the 2020-2021 academic year, in order to obtain the first renewal only of a practitioner license 1, 2, or 3 certificate, practitioner candidates participating in a residency as a teacher of record, must receive mentorship by a school system-based mentor teacher who may collaborate with other personnel providing mentoring support, in accordance with LAC 28:XLV (Bulletin 996).

a. The school system-based mentor teacher must be credentialed in accordance with §553 or §1369 of this Chapter.

b. The mentorship must be at least 15 percent, or 5 hours per week, of the instructional time of the school.

c. The mentorship must include intensive support, including:

- i. co-teaching;
- ii. collaborative planning; and
- iii. observation and feedback sessions.

4. Eligibility requirements:

a. minimum of a non-education baccalaureate degree from a college or university accredited in accordance with 34 CFR 602;

b. 2.20 or higher undergraduate GPA on a 4.00 scale to enter a teacher preparation program or documentation of conditional acceptance into a teacher preparation program; and

c. passing scores on certification content area exam requirements in accordance with §303 of this Part, or if no examination has been adopted for Louisiana in the certification area, candidates must present a minimum of 30 semester hours of coursework specific to the content area for admission to the program.

d. Special education mild/moderate certification candidates must qualify for admission to alternate programs by passing a Praxis content area exam, and secondary education candidates (grades 6-12) must pass a Praxis core subject area exam, or if there is no content Praxis exam adopted by the State in the specific secondary core subject area, candidates must demonstrate content mastery by presenting 30 semester credit hours in the core subject area.

5. The approved teacher preparation program provider shall submit the request for the initial practitioner license as well as renewals directly to the LDE.

6. Renewal Requirements. The candidate must remain enrolled in the practitioner teacher, certification-only, or master's degree alternate certification program and fulfill a minimum of six semester hours of coursework or equivalent contact hours per year for PL1, or nine semester hours or equivalent contact hours per year for PL2/3 to the extent that required semester hours remain in the program to be completed, teaching assignments, and prescribed activities identified by the program provider.

a. Beginning with the 2020-2021 academic year, the first renewal only of a PL 1, 2, or 3 will be conducted in accordance with §515.A of this Chapter.

7. The teacher must teach in the specific grade level and content area as designated on the practitioner license as outlined in LAC 28:XLV (*Bulletin 996*).

B. Practitioner License 1 is issued to a candidate who is admitted to and enrolled in a state-approved practitioner teacher program. Program requirements must be completed within the three-year maximum that the license can be held.

C. Practitioner License 2 is issued to a candidate who is admitted to and enrolled in a state-approved certification-only alternate certification program. Program requirements must be completed within the three-year maximum that the license can be held.

D. Practitioner License 3 is issued to a candidate who is admitted to and enrolled in a state-approved master's degree alternate certification program. Program requirements must be completed within the four-year maximum that the license can be held.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:8.1 – 8.2 and R.S. 17:6, 17:7(6).

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:433 (March 2022), repromulgated LR 48:1037 (April 2022), LR 48:2555 (October 2022), LR 49:39 (January 2023), LR 50:26 (January 2024), amended LR 50:1150 (August 2024).

### **§519. Standard Certificates for Teachers in Nonpublic Schools**

A. A standard certificate with an asterisk (\*) following the certificate type is issued to a teacher in a nonpublic school. If the teacher enters a public school system in Louisiana, the educator will be required to meet the standards of effectiveness pursuant to state law and in accordance with LAC 28:CXLVII (*Bulletin 130*) for issuance or renewal of a level 2 or level 3 teaching certificate. Beginning September 1, 2023, asterisk certificates will no longer be issued.

B. Level 2\* (2-asterisk) Certificate—valid for five years.

C. Level 3\* (3-asterisk) Certificate—valid for five years.

1. Renewal Guidelines for Level 2\* and Level 3\* Certificates

a. A teacher must earn effective ratings for at least three years during the five-year initial or renewal period.



b. The Louisiana employing authority must request renewal of a level 2\* or level 3\* certificate.

D. Type B\* (B-asterisk) Certificate is valid for life for continuous service, provided the holder does not allow any period of 5 or more consecutive years of disuse to accrue where not a regularly employed teacher for at least 1 semester, or 90 consecutive days, and/or certificate is not revoked by BESE.

1. The type B\* certificate is valid for life of continuous service in an approved school setting, and if the teacher enters a Louisiana public school the requirement shall be to successfully meet the standards of effectiveness.

E. Type A\* (A-asterisk) Certificate is valid for life for continuous service in an approved school setting, provided the holder does not allow any period of 5 or more consecutive years of disuse to accrue where not a regularly employed teacher for at least 1 semester, or 90 consecutive days, and/or the certificate is not revoked by BESE.

1. The type A\* certificate is valid for life of continuous service in an approved school setting, and if the teacher enters a Louisiana public school the requirement shall be to successfully meet the standards of effectiveness.

#### F. Reinstating Lapsed Types B\* or A\* Certificate

1. If the holder of a type B\*, or type A\* certificate allows a period of five consecutive calendar years to pass in which the educator is not a regularly employed teacher for at least one semester, or 90 consecutive days, the certificate will lapse for disuse.

2. A lapsed certificate may be reactivated upon request of the Louisiana employing authority at the level attained prior to the five-year period of disuse. During the reactivated period the holder must earn effective ratings for at least three years during the five-year reactivation period. Upon earning three effective evaluations, the lifetime validity of the certificate will be reinstated. The request for reinstatement must be submitted directly to the LDOE by the Louisiana employing authority.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:435 (March 2022), repromulgated LR 48:1038 (April 2022), LR 50:26 (January 2024).

### §521. Certification of Personnel in Nonpublic School Systems Meeting Nonpublic Standards

A. As outlined in Bulletin 741 (Nonpublic)—Louisiana Handbook for Nonpublic School Administrators, the standards listed below are the requirements to meet nonpublic certification standards.

#### B. Principals

1. A nonpublic school principal, assistant principal, or headmaster must hold a graduate degree in any area from an institution accredited in accordance with 34 CFR 602, have principalship on the Louisiana teaching certificate, or hold the EDL certificate. The principal is to be a full-time, on-site

employee and may be a teacher as well as the educational administrator of the school.

2. Assistant principals who do not meet minimum qualifications may be retained in a school if they were employed in that school during the 1992-93 school year as an assistant principal.

3. A list of the exempted assistant principals is to be maintained on file in the LDE. Upon retirement or replacement, the assistant principal must be replaced with properly qualified personnel under the nonpublic school standards. The exempted individuals may not be transferred or employed by another school unless the requirements stated in the above standard are met.

C. Instructional Staff. Each member of the instructional staff teaching secular subjects, grade levels pre-kindergarten through 12, shall meet one of the following three options:

1. hold a valid Louisiana teaching certificate for the courses taught;

2. qualify to teach in nonpublic schools by meeting all of the following criteria:

a. have a baccalaureate degree from an institution accredited in accordance with 34 CFR 602;

b. have a college major or the equivalent in the area of the teaching assignment, and for teachers in self-contained classrooms in grades 1 through 8, the major shall be in elementary education; and

c. earn 12 semester hours of Knowledge of the Learner and the Learning Environment, with a beginning teacher having a three-year period in which to meet the 12-semester hour requirement that provides the prospective teacher with a fundamental understanding of the learner and the teaching and learning process through coursework addressing the needs of the regular and the exceptional child, such as:

i. child/adolescent development/psychology;

ii. educational psychology;

iii. the learner with special needs;

iv. classroom organization and management; and

v. multicultural education.

3. Teachers who do not meet the requirements of Paragraphs 1 or 2 of this Section may obtain a nonpublic temporary teaching authorization (T) issued by the LDE or a diocesan superintendent for schools within the diocesan system, which is valid for one year, with renewal based upon the teacher completing six semester hours needed to complete the requirements of Paragraphs 1 or 2 of this Section.

a. Teachers of grades 1 through 8 without an elementary education major shall also work towards a practitioner's license through an alternative program as outlined in this part and Bulletin 996.

D. A teacher may teach in areas other than the major field for a period of time that is less than one-half of the school day provided at least 12 semester hours were earned in each such area, with an exception made for teachers in trade and industrial education classes who hold a degree from an institution accredited in accordance with 34 CFR602 and have earned 12 semester hours of professional education courses.

1. A graduate of a foreign university or college, regardless of the college major, may teach a foreign language if that language is his/her native tongue, and the teacher must earn 12 semester hours of professional education courses within a three year period.

E. Teachers of the pre-kindergarten class shall be certified or qualified in either elementary, kindergarten, or pre-kindergarten or have earned 12 hours in child growth and development. The 12 hours in child growth and development may be earned through the College of Education or the Department/School of Family and Consumer Sciences.

F. Teachers of a kindergarten class shall be certified or qualified in either elementary or kindergarten or have earned 12 hours in child growth and development. The 12 hours in child growth and development may be earned through the College of Education or the Department/School of Family and Consumer Sciences.

G. Staff members teaching religion at the high school level (9-12) for Carnegie units must have a minimum of a bachelor's degree. Staff members teaching religion that do not meet minimum qualifications may be retained in a school provided they were employed during the 1995-96 school year as teachers of religion.

H. Professional and/or technical personnel such as C.P.A.s, doctors, college or university professors, lab technicians, and attorneys may teach less than one-half of a school day in the area of expertise.

I. Credentials for graduates of foreign universities or colleges must be evaluated by a credentialing agency that is an endorsed member or a member in good standing with either the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators (AICE) for evaluation according to the LDOE procedures. After reviewing the evaluation, the local administrator shall determine if the applicant is qualified to teach according to the requirements of this Section, and a copy of the evaluation shall be kept on file in the principal's office.

1. Applicants with foreign credentials seeking state certification should follow procedures as outlined by the LDE.

J. Teachers in nonpublic schools seeking state certification shall follow the LDE procedure for submission.

1. Secondary and elementary personnel may teach grade levels preK-12 in the qualified areas.

K. A teacher may be considered qualified without having the 12 hours of Knowledge of the Learner and the Learning Environment courses contingent upon the following:

1. the teacher has documented experience at one of the following levels:

a. ten years teaching experience at the collegiate level as an assistant professor, associate professor, or full professor; or

b. ten years teaching experience in an approved elementary, middle, or secondary school; and

2. the teacher has the content knowledge qualifications required in §521 of this Part; or

3. the teacher has a graduate degree in the teaching area; and

4. the teacher has taught for a probationary period of at least one year with a satisfactory evaluation at the employing school.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:436 (March 2022), repromulgated LR 48:1039 (April 2022), amended LR 50:661 (May 2024).

### **§523. Local Education Agency Appeal**

A. If a teacher evaluation demonstrates that the standards for effectiveness, as determined by BESE, have been met, using value-added data or other components of the evaluation, for three years during the initial certification or renewal process, a certificate shall be issued or renewed unless the LDE or BESE receives evidence from the LEA that justifies discontinuation.

B. Similarly, if a teacher evaluation demonstrates that the standards for effectiveness, as determined by BESE, have not been met, using either value-added data or other components of the evaluation, for three years during the initial certification or renewal process, the LDE shall not issue or renew a certificate unless evidence of effectiveness is received from the LEA that justifies the issuance of a certificate.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, R.S. 17:3902, and R.S. 17:3886.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:437 (March 2022), repromulgated LR 48:1040 (April 2022).

## **Subchapter B. Nonstandard Teaching Credentials**

### **§525. Introduction**

A.1 There are five types of nonstandard teaching credentials issued in Louisiana:

- a. temporary authority to teach (TAT);
- b. out-of-field authorization to teach (OFAT);
- c. temporary employment permit (TEP);

- d. nonpublic temporary certificate (T); and
- e. resident teacher certificate (R).

2. Nonstandard credentials are of a temporary nature but may be renewed under specified guidelines.

A. Medical Excuse and Exceptions. Exceptions to policy will be considered in the case of serious medical condition or unavailability of required coursework or exams. When serious medical problems of the teacher or immediate family exist, a doctor statement is required. Also required is a letter of assurance from the teacher documenting that the unmet policy requirements will be completed within a specified time period, as determined by the LDOE. The final authority for approval and policy flexibility is at the discretion of the LDE in accordance with BESE policy.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:437 (March 2022), repromulgated LR 48:1040 (April 2022), LR 48:1749 (July 2022), LR 50:27 (January 2024).

### §527. Temporary Authority to Teach (TAT)

A. Temporary authority to teach (TAT) is issued for one calendar year, while the holder pursues alternate certification program admission requirements or certification requirements. A TAT cannot be issued to teachers who previously held a temporary employment permit (TEP) or a standard teaching certificate.

#### B. Eligibility Requirements

1. The applicant must teach in a demonstrated area of need as evidenced by LEA-level workforce needs.

2. The applicant must have a baccalaureate or higher degree from an institution accredited in accordance with 34 CFR 602.

3. The applicant must have at least a 2.20 undergraduate GPA. An applicant who does not meet the GPA requirement may be certified upon satisfactory completion of a personal interview by the employing school system.

C. The employing school system must submit the application and provide an affidavit signed by the local superintendent, or the designee, verifying that good faith efforts for recruiting certified personnel have been made, including posting all positions for which TATs are issued and that there is no regularly certified, competent, and suitable person available for the position.

#### D. Renewal Requirements

1. TATs are valid for one year initially and may be renewed twice thereafter provided:

- a. the applicant provides evidence that the required exam(s) for admission into a teacher preparation program has been taken at least twice since the issuance of the TAT or TAT renewal;

- b. evidence the applicant has met the standards of effectiveness in accordance with LAC 28:CXLVII (*Bulletin 130*);

- c. the employing school system submits the application on behalf of the applicant and provides an affidavit signed by the local superintendent, or the designee, verifying that good faith efforts for recruiting certified personnel have been made, including posting all positions for which TATs are issued; and

- d. there is no regularly certified, competent, and suitable person available for the position.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902, and R.S. 17:8.1.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:437 (March 2022), repromulgated LR 48:1041 (April 2022), LR 49:39 (January 2023), LR 50:27 (January 2024).

### §528. Pre-Practitioner License

A. The pre-practitioner license is a temporary, non-renewable certificate issued in accordance with provisional admittance into an alternate certification program pursuant to LAC 28:XLV. Effective June 1, 2024, Pre-Practitioner Licenses will no longer be issued.

1. For certification purposes, non-university providers and colleges or universities will submit signed statements to the LDOE indicating that the student was provisionally admitted into the practitioner teacher, certification-only, or master's degree program alternative certification path and meets the following requirements:

- a. minimum of a non-education baccalaureate degree from a college or university accredited in accordance with 34 CFR 602;

- b. 2.50 or higher undergraduate grade point average (GPA) on a 4.00 scale to enter a non-university provider program; or a 2.20 or higher undergraduate GPA on a 4.00 scale to enter a college or university program; or be granted conditional admittance into an alternate teacher preparation program following a satisfactory personal interview by the program admission officer; and

- c. passing scores on content area exam(s), or if no examination has been adopted for Louisiana in the certification area, candidates must present a minimum of 30 semester hours of coursework specific to the content area for admission to the program. See §303 of this part for exam requirements.

- d. Special education mild/moderate certification candidates must qualify for admission to alternate programs by passing a Praxis specialty area exam, and secondary education candidates (grades 6-12) must pass a Praxis core subject area exam, or if there is no content Praxis exam adopted by the state in the specific secondary core subject area, candidates must demonstrate content mastery by presenting 30 semester credit hours in the core subject area.

2. The approved teacher preparation program provider shall submit the request for the pre-practitioner license directly to the LDOE.

3. Teacher candidates receiving mentoring while on the pre-practitioner license by a certified mentor in accordance with Sections 515, 553, and 1369 of this Part and completing all other certification requirements for issuance of the initial standard level teaching certificate may advance from the pre-practitioner license to the standard level teaching certificate.

4. Teacher candidates not receiving mentoring while on the pre-practitioner license by a certified mentor in accordance with Sections 515, 553, and 1369 of this Part must serve on the practitioner license and be mentored by a certified mentor for a year and meet all other certification requirements prior to advancing to the standard level teaching certificate.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 49:255 (February 2023), LR 50:661 (May 2024).

#### **§529. Out-of-Field Authorization to Teach (OFAT)**

A. Out-of-Field Authorization to Teach (OFAT) is issued for one three-year period while the holder pursues endorsement or add-on certification requirements. The OFAT is limited to two certification areas and is transferable to other employing school systems for the remaining validity period. If the teacher is actively pursuing certification in the field and the LDE has designated the area as an area that requires extensive hours for completion, up to two additional years of renewal may be granted. Issuance of subsequent OFAT requests may be considered once the previous OFAT certification area(s) have been added to the holder's standard teaching certificate.

B. Eligibility requirements. Issued to an applicant who holds a valid type C, type B or B\*, type A or A\*, level 1, level 2 or 2\*, level 3 or 3\*, or OS teaching certificate but is teaching outside of the certified area(s).

#### **C. OFAT Stipulations**

1. LEAs must submit the application and provide an affidavit signed by the local superintendent, or the designee, verifying that good faith efforts for recruiting certified personnel have been made, and that there is no regularly certified, competent, and suitable person available for the position, and that the applicant is the best-qualified person for the position.

2. If the teacher is actively pursuing certification in the field and the LDE designates the area as an area that requires extensive hours for completion, up to two additional years of renewal may be granted. Designated areas are as follows:

a. applicants pursuing certification in academically gifted, significant disabilities, early interventionist, deaf or

hard of hearing, and visual impairments/blind may be granted two additional years of renewal; and

b. applicants pursuing certification in mild/moderate may be granted one additional year of renewal.

3. A renewal of the OFAT for the LDOE designated areas will not be considered for individuals who lack 50 percent or more of the requirements to fulfill the OFAT.

D. COVID-19 OFAT Extensions. Educators for whom the 2019-2020 school year was the final year of OFAT validity period and who were unable to successfully meet endorsement or add-on certification requirements due to the COVID-19 pandemic, shall be granted a one-year OFAT extension for the 2020-2021 school year. This OFAT extension is only available to educators employed in 2019-2020 as reported by school systems in the Profile for Educational Personnel (PEP).

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:437 (March 2022), repromulgated LR 48:1041 (April 2022), amended LR 50:662 (May 2024).

#### **§531. Temporary Employment Permit (TEP)**

A. Temporary Employment Permit (TEP) is issued for one year, renewable annually, and may be held a maximum of five years while the holder pursues standard certification via successful years of teaching or satisfaction of state exam requirements. Upon completion of the five years of employment on a TEP, for continued employment in a Louisiana school system, the holder must fulfill guidelines for a level 1 or higher-level certificate.

1. The Louisiana employing authority must submit to the LDOE:

a. the application recommending certification or requesting renewal; and

b. an affidavit signed by the local superintendent, or designee, attesting that after posting positions for which a TEP is issued, good faith efforts failed to recruit competent and suitable certified personnel.

2. For all teacher candidates serving on the TEP, the candidate must participate in a school-based mentoring program.

B. Eligibility Guidelines 1. Applicant meets all certification requirements with the exception of passing all exam requirements in accordance with §303 of this Part but scores within 10 percent of the score required for passage of exams. The BESE-approved teacher preparation provider must verify that all program requirements are met with the exception of exam(s).

C. Eligibility Guidelines 2. Applicant has not completed a teacher preparation program but holds a graduate degree from a college or university accredited in accordance with 34 CFR 602 in the subject area for which employment is

granted. The applicant must complete pre-service training prior to the first day as a teacher of record.

D. Eligibility Guidelines 3. Applicant has not completed a teacher preparation program but holds a bachelor's degree from a college or university accredited in accordance with 34 CFR 602 in the secondary subject area for which employment is granted and has a 2.5 cumulative undergraduate GPA or higher on a 4.00 scale.

1. The applicant must complete pre-service training prior to the first day as a teacher of record.

2. The applicant must pass the adopted content exam in alignment with the degree and the courses hired to teach prior to the first day as a teacher of record.

E. Eligibility Guidelines 4. Applicant has completed a BESE-approved teacher preparation program with a GPA lower than required but the program provider verifies that all other program requirements have been met.

F. Renewal Requirements. A TEP can be renewed up to four times upon verification of the following:

1. For a candidate issued the TEP via completion of a teacher preparation program but lacking passing scores on required exams, required exams are retaken twice within one year from the date the TEP was issued or renewed.

2. Standards of effectiveness are successfully met in accordance with LAC 28:CXLVII (*Bulletin 130*) during each year on the TEP.

3. The candidate must participate in a school-based mentoring program during each year of the TEP until the candidate has received three years of successful evaluations.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:438 (March 2022), repromulgated LR 48:1041 (April 2022), amended LR 49:40 (January 2023), LR 50:27 (January 2024), LR 51:276 (February 2025).

### §533. Nonpublic Temporary Certificate (T)

A. Nonpublic Temporary Certificate (T) is valid for one year; and is renewable.

B. Eligibility Guidelines. The T certificate is granted to teachers practicing in a nonpublic school setting that requires temporary credentialing to meet nonpublic school standards. When nonpublic standards are met in accordance with Bulletin 741 (Nonpublic) - Louisiana Handbook for Nonpublic School Administrators, the teacher serves in the nonpublic setting without a teaching certificate but has met the nonpublic standards.

C. Renewal Guidelines. The holder must earn six semester hours of professional coursework annually.

D. Availability of Required Courses. Documentation that necessary coursework was not available must be provided in the form of letters of verification from all universities in the accessible geographic area stating that the necessary coursework was not offered.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:438 (March 2022), repromulgated LR 48:1042 (April 2022).

### §535. Resident Teacher Certificate (R)

A. Beginning July 1, 2018, the resident teacher certificate (R) shall be required for individuals completing a one-year residency required for certification in Louisiana pursuant to Bulletin 996.

B. Resident teacher certificates are valid for one school year, are renewable, and may be held a maximum of three years while the holder pursues certification through a BESE-approved teacher preparation program.

C. Eligibility guidelines:

1. enrollment in a BESE-approved traditional, master's degree, or certification-only teacher preparation program;

2. placement in a classroom in a public or approved nonpublic school or classroom at a Type III Early Learning Center that has maintained consecutive years of LDOE-issued academic approval in the certification area with a teacher of record who holds a valid level 1, 2, 3, type A, or type B teaching certificate in the area for which the candidate is pursuing certification pursuant to Bulletin 746; and

3. 2.20 GPA or higher on a 4.0 scale for entry into the program.

4. Resident teachers placed in charter schools must be placed with a teacher of record who has demonstrated effectiveness in accordance with LAC 28:CXLVII.130.

D. Renewal guidelines: passing scores on required content knowledge exams for renewal.

E. The request for the Resident Teacher license as well as renewal requests must be submitted directly to the LDE by the preparation provider.

F. The LDE will begin issuing resident teacher certificates to candidates completing residencies in BESE-approved programs with one-year residencies beginning July 1, 2017.

G. There shall be no fee charged for the resident teacher certificate issuance.

H. Holders of the resident teacher certificate may serve as a substitute teacher in the residency school system. Such service shall not impede residency performance or ability to successfully complete the preparation program.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:438 (March 2022), repromulgated LR 48:1042 (April 2022), LR 49:40 (January 2023), LR 50:28 (January 2024), amended LR 50:661 (May 2024).

**§536. Teaching Authorizations**

A. A teaching authorization (TA) is a nonstandard credential that only indicates a cleared criminal background check and is neither the equivalent of a teaching certificate nor substantiation of enrollment in or completion of an educator preparation program.

B. Beginning June 14, 2023, TAs will no longer be issued.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1749 (July 2022), amended LR 50:28 (January 2024).

## **Subchapter C. Ancillary Teaching Certificates**

**§537. Introduction****A. Types of Ancillary Certificates**

1. Ancillary certificates are issued by the LDE for individuals who provide teaching, support, administrative, or supervisory services to children in pre-kindergarten through twelfth grade schools and early learning centers serving children from birth to five years old.

a. See Chapter 7 of this Part regarding ancillary certificates issued for individuals who provide support services in pre-kindergarten through twelfth grade schools and early learning centers serving children from birth to five years old.

b. See Chapter 15 of this Part regarding ancillary certificates issued for individuals who provide administrative and supervisory services in pre-kindergarten through twelfth grade schools.

2. Types of ancillary teaching certificates are as follows:

- a. ancillary artist or talented;
- b. early childhood ancillary;
- c. Montessori teacher;
- d. family and consumer sciences (occupational programs);
- e. Junior Reserve Officers Training Corps (JROTC) instructor;
- f. math for professionals;
- g. mentor teacher ancillary;
- h. content leader ancillary;
- i. school counselor;
- j. school librarian; and
- k. dyslexia practitioner or therapist.

3. Non-Practicing status or operational role status for ancillary teaching certificates may be granted in accordance with §505 of this Part.

B. Renewal Guidelines. The initial validity period, unless otherwise noted, is for five years, with renewal thereafter for a period of five years at the request of an LEA.

C. Unless otherwise noted, for renewal of the ancillary certificate, candidates must successfully meet the standards of effectiveness for at least three years during the initial certification or renewal period in accordance with §103 of this Part.

D. Unless otherwise noted, a request for issuance or renewal must be submitted by the Louisiana employing authority.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:439 (March 2022), repromulgated LR 48:1042 (April 2022), amended LR 50:662 (May 2024), LR 51:276 (February 2025).

**§539. Artist or Talented Certificate**

A. An ancillary artist or talented certificate is issued to an applicant who has earned an advanced degree in an artistic or talented field, or who has produced evidence of creative accomplishments over an extended period of time. An ancillary artist or ancillary talented certificate allows the holder to provide artistic and/or creative services in a regular classroom to children at any age level.

B. Artists Certificate (Art, Creative Writing, Drama, Dance, Music, Theatre, Visual Arts)

1. Certification is granted only in the specific artist area of art, creative writing, drama, dance, music, theatre, or visual arts requested.

2. Eligibility requirements. An advanced degree or substantive evidence of artistic and/or creative accomplishment over an extended period of time, as verified by the requesting LEA.

C. Talented Certificate (Music, Theatre, or Visual Arts)

1. The certificate allows the certificate holder to provide talented services.

2. Certification is granted only in the specific talented area requested (visual art, music, or theatre).

3. Eligibility requirements. The individual must have a minimum of one year of effective experience working with students in the specific arts and at the level for which employed, verified in accordance with §103 of this Part:

a. graduate degree in Art, Music, Theatre Liberal Arts, or Theatre Education or substantive evidence of artistic and/or creative accomplishment over an extended period of time, as verified by the requesting LEA; and

b. experience outside of a school setting may be considered if verified as successful on official letterhead from the employing authority.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:439 (March 2022), repromulgated LR 48:1043 (April 2022), amended LR 50:662 (May 2024).

#### §541. Early Childhood Ancillary Certificate

A. The early childhood ancillary certificate (ECAC) authorizes an individual to teach in a publicly-funded early learning center serving children ages birth to five as defined in R.S. 17:407.33, unless program requirements mandate a professional-level certificate. After June 30, 2019, an individual shall have, at a minimum, an early childhood ancillary certificate to serve as a lead teacher in a publicly-funded early learning center. An application for an ECAC may be submitted by the individual or the employer.

##### B. Early Childhood Ancillary Certificates

1. Eligibility Requirements. An early childhood ancillary certificate shall be issued to an applicant who submits evidence of one of the following to the LDE:

a. a baccalaureate degree or higher from a college or university accredited in accordance with 34 CFR 602;

b. a current child development associate (CDA) credential, either infant/toddler, preschool or family childcare, awarded by the Council for Professional Recognition and a high school diploma or equivalent:

i. after July 1, 2018, all 120 clock hours of coursework for the CDA must be earned from a BESE-approved early childhood ancillary certificate program provider for initial issuance:

(a). an individual who has completed 36 or more clock hours of coursework for the CDA by July 1, 2018, may complete the remaining coursework for the CDA from any CDA provider;

(b). an individual who has not completed 36 or more clock hours of coursework for the CDA by July 1, 2018, must earn all 120 hours of coursework for the CDA from a BESE-approved early childhood ancillary certificate program provider;

(c). after July 1, 2018, individuals may submit a request to the LDE to waive the requirement that all 120 hours of coursework for the CDA be obtained from a BESE-approved early childhood ancillary certificate program if the individual is able to demonstrate unavailability of enrollment options within a reasonable geographic proximity;

ii. after July 1, 2018, applicants who obtained a CDA or completed coursework from a provider that is not BESE-approved while residing in another state shall submit additional documentation of program components for approval;

iii. coursework counting toward the early childhood ancillary certificate shall include at least 10 training hours in each of the following subject areas:

(a). planning and implementing a safe and healthy learning environment;

(b). advancing physical and intellectual development;

(c). supporting social and emotional development;

(d). building productive relationships with families;

(e). managing an effective program operation;

(f). maintaining a commitment to professionalism;

(g). observing and recording child behavior; and

(h). understanding principles of child development and learning;

c. an associate degree in an early childhood related field from a college or university accredited in accordance with 34 CFR 602;

d. a technical diploma or certificate of technical studies in an early childhood related field from an accredited technical or community college:

i. after July 1, 2018, all coursework for technical diplomas and certificates of technical studies must be earned from a BESE-approved provider;

ii. after July 1, 2018, individuals may submit a request to the LDE to waive the requirement that coursework be obtained from a BESE-approved early childhood ancillary certificate program if the individual is able to demonstrate unavailability of enrollment options within a reasonable geographic proximity; and

e. a career diploma that has been approved by the Louisiana Pathways Career Development System, and in which coursework began prior to July 1, 2018.

##### 2. Renewal Requirements

a. For individuals meeting eligibility requirements with a CDA, the early childhood ancillary certificate shall be valid for a three-year period. The ancillary certificate may be renewed by the LDOE at the request of the applicant employer with submission of either documentation of a renewed, valid CDA credential, awarded by the Council for Professional Recognition, or documentation of:

i. either a 3 semester-hour course or 45 clock hours of approved training or professional development in early childhood care and education completed within the last three years; and

ii. a minimum of 80 hours of work experience with young children or families with young children within the last three years.

b. For individuals meeting eligibility requirements with a baccalaureate degree or higher, associate degree, technical diploma, certificate of technical studies, or career diploma, the early childhood ancillary certificate shall be

valid for a three-year period. The certificate may be renewed by the LDE at the request of the applicant's employer with submission of documentation of:

i. either a 3 semester-hour course, 45 clock hours of training in early childhood care and education completed within the last three years or a valid CDA credential earned from a BESE-approved early childhood ancillary certificate program and awarded by the council for Professional Recognition; and

ii. a minimum of 80 hours of work experience with young children or families with young children within the last three years.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:440 (March 2022), repromulgated LR 48:1043 (April 2022), amended LR 50:662 (May 2024).

### **§543. Nonpublic Montessori Teacher Certificate**

A. Louisiana Montessori teachers will be certified and issued Louisiana Montessori teaching certificates by the LDE.

#### **B. Eligibility Requirements**

1. For a Class C Montessori Certificate—the teacher must have completed training from an approved provider listed in §1363 of this Part.

2. For a Class B Montessori certificate:

a. at least one year of effective teaching experience in a Montessori school verified in accordance with §103 of this Part; and

b. complete training from an approved provider listed in §1363 of this Part.

3. For Class A Montessori certificates:

a. a bachelor's degree from a college or university accredited in accordance with 34 CFR 602;

b. at least one year of effective teaching experience in a Montessori school verified in accordance with §103 of this Part; and

c. complete training from an approved provider listed in §1363 of this Part.

C. Beginning January 1, 2025, applicants must earn the required number of semester hours or contact hour equivalent in the teaching of reading and literacy in alignment with the science of reading competencies for certification.

1. Birth-K, PK-3, or Grades 1-5: 9 semester hours.

2. Middle Grades: 6 semester hours.

3. Secondary 6-12 content areas or all-level K-12 areas: 3 semester hours.

D. An applicant for certification to teach kindergarten through third grade shall also pass the BESE-approved

Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303.O of this Part.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:441 (March 2022), repromulgated LR 48:1044 (April 2022), amended LR 50:663 (May 2024), LR 51:277 (February 2025).

### **§545. Family and Consumer Sciences Occupational Programs**

A. An ancillary certificate issued in family and consumer sciences occupational programs authorizes an individual to teach in the areas of childcare, clothing service, food service, housing and interior design, and institutional home management.

B. Provisional Certification eligibility requirements:

1. bachelor's degree in a family and consumer sciences specialty area;

2. 12 semester hours in professional education courses, to include organization and administration of family and consumer sciences occupational programs; and

3. minimum of 2,000 hours, or one year, of successful work experience in the area of occupational certification.

C. Provisional Certification renewal requirements. Valid for three years initially and may be renewed thereafter for a period of five years in accordance with §537 of this Part.

D. Qualified Certification eligibility requirements:

1. complete requirements for provisional certification;

2. earn three years of teaching experience in family and consumer sciences occupational programs; and

3. all experience must be verified as effective, in accordance with §103 of this Part.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:441 (March 2022), repromulgated LR 48:1044 (April 2022), amended LR 50:663 (May 2024).

### **§547. Junior Reserve Officers Training Corps Instructor (ROTC)**

A. An ancillary certificate issued in ROTC authorizes an individual to teach Junior ROTC.

B. Eligibility requirements:

1. be retired from active duty in the retired grades of E-6-E-9, WO-1-CWO-5, 03-06; and

2. official recommendation by appropriate branch of the military service with certification by the appropriate department of defense.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.



HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:441 (March 2022), repromulgated LR 48:1045 (April 2022), amended LR 50:663 (May 2024).

#### **§548. Counselor K-12 (Counselor in a School Setting)**

A. Eligibility Requirements Prior to June 30, 2017. For candidates who completed all courses and degree requirements by June 30, 2017, the endorsement add-on requirements include:

1. graduate degree in school counseling from an institution accredited in accordance with 34 CFR 602 or a graduate degree with the equivalent hours and courses required for a graduate degree in school counseling; and

2. graduate training that includes 24 semester hours of professional courses distributed so that at least one course will be taken in each of the following basic areas:

- a. principles and administration of school counseling programs;
- b. career and lifestyle development;
- c. individual appraisal;
- d. counseling theory and practice;
- e. group processes;
- f. human growth and development;
- g. social and cultural foundations in counseling; and
- h. supervised practicum in a school setting.

3. An educator may request the initial certification. The LDOE will issue a letter of eligibility at the teacher's request. Once employed, the credential will be issued at the request of the Louisiana employing authority.

#### **B. Eligibility Requirements Effective June 30, 2017**

1. Completion of a standards-based graduate degree program in counseling from an institution accredited in accordance with 34 CFR 602 and approved by the Council for Accreditation of Counseling and Related Educational Program (CACREP), and candidates completing counseling programs not in the specialty area of school counseling must complete six credit hours of school counseling courses from a CACREP-accredited program.

#### **2. Practicum/Internship Requirements:**

a. complete a practicum in counseling from a CACREP-accredited program to include 100 contact hours; and

b. complete an internship in counseling from a CACREP-accredited program to include 600 contact hours in a school setting.

3. Pass the Praxis examination in school guidance and counseling in accordance with §303 of this Part; and

4. An educator may request the initial certification. The LDOE will issue a letter of eligibility at the teacher's

request. Once employed, the credential will be issued at the request of the Louisiana employing authority.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), and R.S. 17:8.1-8.4.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 50:663 (May 2024).

#### **§549. Math for Professionals Certificate**

A. An ancillary math for professionals certificate is issued to an applicant who has an undergraduate degree from a university accredited in accordance with 34 CFR 602 and/or evidence of a math and/or science work-related background.

B. Math for professionals certificate allows an individual to teach one or more mathematics courses.

#### **C. Eligibility requirements:**

1. meets at least one of the following:

- a. earned 30 credit hours of mathematics;
- b. earned a graduate degree in mathematics, engineering, or science content area; or
- c. successful passing of the Praxis Secondary Mathematics: Content Knowledge test.

2. complete a district developed classroom readiness/training program, based on state guidelines.

D. The holder of such certification is not eligible for tenure.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:441 (March 2022), repromulgated LR 48:1045 (April 2022), LR 50:663 (May 2024).

#### **§550. School Librarian**

#### **A. School Librarian Eligibility Requirements:**

1. graduate degree in library science from an institution accredited in accordance with 34 CFR 602; and

2. passing score on Praxis school librarian examination.

B. An educator may request the initial certification. The LDOE will issue a letter of eligibility at the teacher's request. Once employed, the credential will be issued at the request of the Louisiana employing authority.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), and R.S. 17:8.1-8.4.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 50:664 (May 2024).

#### **§551. Dyslexia Ancillary Certificate (Optional)**

A. Dyslexia Practitioner. The optional dyslexia practitioner ancillary certificate is issued to an individual to teach students with dyslexia.

#### **1. Eligibility requirements:**

a. hold a valid Louisiana OS, type C, level 1, or higher teaching certificate; and

b. demonstrate completion of a multisensory-structured language training program accredited by a nationally-recognized accrediting organization, as posted on the LDE website, which shall include 45 hours of coursework and 60 hours of clinical work that is observed and monitored by a qualified professional; and

c. pass a multisensory-structured language education-related competency examination that is administered by a nationally-recognized professional organization that issues national certification.

2. **Renewal Requirements.** The certificate is valid for a period of five years and may be renewed thereafter at the request of the Louisiana employing authority.

a. Renewal must be in accordance with §537 of this Part.

b. Candidates shall submit verification that the certificate issued by a nationally-recognized professional organization is in good standing at the time of the renewal request.

B. **Dyslexia Therapist.** The optional dyslexia therapist ancillary certificate is issued to an individual to teach students with dyslexia.

1. **Eligibility requirements:**

a. hold a valid Louisiana OS, type C, level 1, or higher teaching certificate;

b. demonstrate completion of a multisensory-structured language training program accredited by a nationally-recognized accrediting organization, as posted to the LDE website, which shall include 200 hours of coursework and 700 hours of clinical work that is observed and monitored by a qualified professional; and

c. pass a multisensory-structured language education-related competency examination that is administered by a nationally-recognized professional organization, as posted on the LDE website, that issues national certification.

2. **Renewal Requirements.**

a. Renewal must be in accordance with §537 of this Part.

b. Candidates shall submit verification that the certificate issued by a nationally-recognized professional organization is in good standing at the time of the renewal request.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:442 (March 2022), repromulgated LR 48:1045 (April 2022), amended LR 50:664 (May 2024).

### §553. **Mentor Teacher (MT) Ancillary Certificate**

A. Beginning September 1, 2020, the mentor teacher ancillary certificate will be required for individuals who serve as a mentor of undergraduate or post-baccalaureate teacher residents.

B. **Provisional MT Certification.** Individuals serving as mentors who have not successfully completed a BESE-approved mentor training program or mentor assessments will be issued a nonrenewable provisional mentor teacher ancillary certificate, valid for a period of two years from the date of issuance while the holder completes a BESE-approved mentor training program or mentor assessments.

C. **Provisional certification eligibility requirements:**

1. hold, or be eligible to hold, a valid type C, level 1 or higher Louisiana teaching certificate; or

2. if teaching in a charter school without a valid type C, level 1 or higher certificate, have at least two years of successful teaching in accordance with LAC 28:CXLVII (Bulletin 130) and R.S. 17:3902; or

3. if teaching in a nonpublic school without a valid type C, level 1, or higher certificate earn at least two years of effective ratings per local personnel evaluations; and

4. all out-of-state experience must be verified as successful by the out-of-state employing authority or SEA; and

5. enrolled in or have completed a BESE-approved mentor training program.

6. An application for Ancillary Provisional Mentor Teacher may be submitted by the individual for applicants holding a valid type C, level 1, or higher Louisiana teaching certificate.

D. **MT Ancillary Certification.** Individuals who have completed a BESE-approved mentor teacher training program and earn a passing score on the Louisiana mentor teacher assessment series will be issued a mentor teacher ancillary certificate. For teachers holding a valid type C, Level 1 or higher Louisiana teaching certificate, see §1369 of this Part. The LDE will begin issuing mentor teacher ancillary certificates no later than July 1, 2019.

E. **MT Ancillary certification eligibility requirements:**

1. if teaching in a charter school without a valid type C, level 1 or higher certificate, have at least two years of successful teaching in accordance with LAC 28:CXLVII (Bulletin 130) and R.S. 17:3902; or

2. if teaching in a nonpublic school without a valid type C, level 1, or higher certificate earn at least two years of effective ratings per local personnel evaluations; and

3. all out-of-state experience must be verified as successful by the out-of-state employing authority or SEA;

4. successfully complete a BESE-approved mentor teacher training program; and

5. earn a passing score on the Louisiana mentor teacher assessment series.

6. Individuals who successfully complete LDE mentor teacher training from November 1, 2017 through July 31, 2020, are eligible for the mentor teacher ancillary certificate after passing the Louisiana mentor teacher assessment series.

7. Individuals who hold National Board certification are eligible for mentor teacher ancillary certification after passing the coaching-related components of the Louisiana mentor teacher assessment series.

8. Individuals who currently hold National Institute for Excellence in Training (NIET) Teacher Evaluator Training Certification may apply for the ancillary certificate, which makes the individual eligible to serve as a mentor of undergraduate or post-baccalaureate teacher residents.

9. Certified CLASS® observers may apply for the ancillary certificate and upon issuance are eligible to serve as mentors of undergraduate or post-baccalaureate residents.

10. Individuals who currently hold Louisiana Educator Evaluator certification may apply for the certification, which makes the individual eligible to serve as a mentor of undergraduate or post-baccalaureate teacher residents.

F. MT Ancillary Certificate Renewal Guidelines. Mentor teacher ancillary certificates are valid for five years and may be renewed at the request of the employing authority.

1. Teachers in charter schools who do not hold a type C, level 1, or higher certificate must successfully meet the standards of effectiveness for at least three years during the five-year renewal period in accordance with LAC 28:CXLVII (Bulletin 130) and R.S. 17:3902.

2. Teachers in nonpublic schools who do not hold a level 1, 2, or 3 certificate must earn effective ratings per local personnel evaluations for at least three years during the five-year renewal period in order to renew the mentor teacher ancillary certificate.

G. The requirement that all undergraduate residents and post-baccalaureate candidates be placed with mentor teachers holding the mentor teacher certification or the ancillary provisional mentor teacher certificate, may be waived with the following contingencies:

1. Mentor teacher waivers will be granted on an annual case-by-case basis through the application process established by the LDOE and at no fee to the applicant, school system, or teacher preparation provider;

2. The waiver will be issued by the LDOE for educators highly recommended by the mentor's principal and who possess one or more of the following qualifications:

- a. two years of highly effective evaluations;
- b. National Board Certification;
- c. statewide or national distinction for excellence in teaching;

d. experience as a TAP mentor, master teacher, executive master teacher or certified TP evaluator;

e. content leader experiences, as evidenced by participation in content leader training or redelivery of professional development; or

f. master's or doctorate in education and exemplary experience hosting student teachers.

3. An individual mutually agreed upon by the LEA and the teacher preparation program provider who does not meet one of the waiver criteria listed in this Subsection may be approved for the waiver for a period of not more than two years.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6 and 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 45:230 (February 2019), LR 48:442 (March 2022), repromulgated LR 48:1046 (April 2022), amended LR 48:2099 (August 2022), LR 49:1375 (August 2023), amended LR 50:664 (May 2024), amended LR 50:1150 (August 2024).

**§555. Content Leader (CL) Ancillary Certificate (Optional)**

A. The content leader ancillary certificate is an optional certificate that districts may require. The LDE will begin issuing content leader ancillary certificates to candidates no later than July 1, 2019.

B. CL Ancillary Certificate eligibility requirements:

1. if teaching in a charter school without a valid type C, level 1 or higher certificate, have at least two years of successful teaching in accordance with LAC 28:CXLVII (Bulletin 130) and R.S. 17:3902; or

2. if teaching in a nonpublic school without a valid type C, level 1, or higher certificate, earn at least two years of effective ratings per local personnel evaluations; and

3. all out-of-state experience must be verified as successful by the out-of-state employing authority or SEA;

4. successfully complete a BESE-approved content leader training program; and

5. have a passing score on the Louisiana content leader assessment series (see §303 of this Part).

C. Individuals who have successfully completed LDE content leader training from November 1, 2017 through July 31, 2020, in accordance with Paragraph 1 of this Subsection, are eligible for content leader ancillary certification.

D. Renewal Guidelines. The content leader ancillary certificate is valid for a period of five years and may be renewed at the request of the employing authority.

1. Teachers in charter schools who do not hold a type C, level 1, or higher certificate must successfully meet the standards of effectiveness for at least three years during the five-year renewal period in accordance with LAC 28:CXLVII (Bulletin 130) and R.S. 17:3902.

2. Teachers in nonpublic schools who do not hold a type C, level 1, or higher certificate must earn effective ratings per local personnel evaluations for at least three years during the five-year renewal period in order to renew the mentor teacher ancillary certificate.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:443 (March 2022), repromulgated LR 48:1047 (April 2022), amended LR 50:664 (May 2024).

## **Subchapter D. Special Considerations for Teachers Called to Active Military Duty**

### **§557. Introduction**

A. A teacher employed on a Louisiana certificate of any type who is called to active military duty will not be penalized for the time spent in active service. The educator may request non-practicing status by presenting copies of official documents indicating beginning and ending dates of active military duty when applying for the certification status change.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:443 (March 2022), repromulgated LR 48:1047 (April 2022), amended LR 50:664 (May 2024).

## **Chapter 7. Ancillary School Service Certificates**

### **§701. Introduction**

A. An individual must have an official license or certificate from the state to provide services to children in a Louisiana school setting. An ancillary certificate allows a qualified person who is not a certified teacher to provide such services. The holder of an ancillary certificate is authorized to perform only those services that are specifically stated on the certificate in Louisiana school systems.

B. Non-practicing status for all ancillary school service certificates may be issued by the LDE in accordance with §505.

C. A request for issuance or renewal of the Ancillary Service certificate must be submitted by the employing Louisiana school system. The LDOE will issue a letter of eligibility for an initial Ancillary Service certificate to qualified applicants not employed by a Louisiana school system at the time of application.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 32:1822 (October 2006), amended LR 38:3138 (December 2012), LR 48:444 (March 2022), repromulgated LR 48:1050 (April 2022), amended LR 50:664 (May 2024).

## **Subchapter A. General Ancillary School Certificates**

### **§703. Child Nutrition Program Supervisor**

A. For certificates issued July 1, 2020 and beyond, minimum eligibility requirements:

1. LEAs with a student enrollment of 2,499 or less:

a. at least 8 hours of food safety training is required either not more than five years prior to the date of employment or completed within 30 calendar days of the date of employment; and

i. a bachelor's degree, or equivalent educational experience, with an academic major or concentration in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business, or a related field; or

ii. a bachelor's degree, or equivalent educational experience, with any academic major or area of concentration, and either a state-recognized certificate for school nutrition directors or at least one year of relevant food service experience; or

iii. an associate's degree, or equivalent educational experience, with an academic major or concentration in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business, or a related field, and at least one year of relevant school nutrition program experience; or

iv. a high school diploma or state-issued high school equivalency credential and three years of relevant food service experience;

2. LEAs with a student enrollment of 2,500 - 9,999:

a. at least 8 hours of food safety training is required either not more than five years prior to the date of employment or completed within 30 calendar days of the date of employment; and

i. a bachelor's degree, or equivalent educational experience, with an academic major or concentration in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business, or a related field; or

ii. a bachelor's degree, or equivalent educational experience, with any academic major or area of concentration, and a state-recognized certificate for school nutrition directors; or

iii. a bachelor's degree in any academic major and at least two years of relevant school nutrition program experience; or

iv. an associate's degree, or equivalent educational experience, with an academic major or concentration in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business, or a related field, and at least two years of relevant school nutrition program experience;

3. for Child Nutrition Program supervisors in LEAs with a student enrollment of 10,000 or more:

a. at least 8 hours of food safety training is required either not more than five years prior to the date of employment or completed within 30 calendar days of the date of employment and:

i. a bachelor's degree, or equivalent educational experience, with academic major or concentration in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business, or a related field; or

ii. a bachelor's degree, or equivalent educational experience, with any academic major or area of concentration, and a state-recognized certificate for school nutrition directors; or

iii. a bachelor's degree in any major and at least five years of experience in management of school nutrition programs.

B. **Renewal Guidelines.** Valid for one year and renewable each year thereafter upon presentation of completion of 12 hours of annual continuing education/training. The annual training must include, but is not limited to, administrative practices including training in school meal application, certification and verification, and meal counting and claiming procedures, as applicable, and any other specific topics, as needed, to address program integrity or other critical issues. Continuing education/training required under this paragraph is in addition to the food safety training required in the first year of employment under §703 of this Part.

C. **Reinstatement of a Lapsed Certificate.** If a certificate holder allows a period of one calendar year to elapse where not employed as a child nutrition program supervisor, the applicant must verify evidence of having met the hiring standards under §703 of this Part.

D. **Provisional Certificate.** A provisional certificate may be issued to an individual employed as an acting child nutrition program supervisor.

1. **Eligibility Requirements.** For provisional certificates issued September 1, 2021 and beyond, the minimum requirements include:

i. high school diploma (or equivalent);

ii. two years of relevant school nutrition programs experience; and

iii. at least eight hours of food safety training either not more than five years prior to the date of employment or completed within 30 calendar days of the date of employment.

2. **Renewal Guidelines.** Valid for one year initially and renewable each year thereafter upon presentation of 12 hours of annual food service continuing education/training. A provisional certificate may be issued for a maximum of five years.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 32:1822 (October 2006), amended LR 33:819 (May 2007), LR 38:42 (January 2012), LR 38:3138 (December 2012), LR 39:1465 (June 2013), LR 45:231 (February 2019), LR 48:444 (March 2022), repromulgated LR 48:1050 (April 2022).

### §707. Educational Interpreter

A. An educational interpreter certificate is issued to individuals who provide sign language interpreting services by facilitating communication within an instructional environment via an enhanced visual and/or tactile mode between and among deaf/hard of hearing and hearing individuals in situations in which those individuals are unable to communicate with one another using a speech and hearing mode.

B. This certificate is issued to individuals who have at least a standard high school diploma, HiSET, or a general equivalency diploma (GED) and who meet the guidelines outlined in this document. There are two basic types of certification for educational interpreters: provisional and qualified.

C. **Provisional educational interpreter certificate eligibility requirements:**

1. complete an accredited interpreter preparation program with a minimum of a certificate of completion;

2. hold certification as a sign language interpreter/transliterater by a national or state organization or certifying body;

3. achieve an advanced level or higher, as measured by the sign language proficiency interview (SLPI) or sign communication proficiency interview (SCPI); or

4. pass the pre-hiring screening of the educational interpreter performance assessment (EIPA).

D. **Provisional educational interpreter certificate renewal requirements:**

1. valid for one year, may be renewed annually at the request of the Louisiana employing authority, and can be held for a maximum of three years; and

2. renewable upon completion of 10 contact hours of professional development annually with course credit leading to a qualified certificate applied towards the 10 hours and accrued beginning with the issuance of the provisional educational interpreter certificate.

E. **Qualified Educational Interpreter Certificate eligibility requirements:**

1. pass the educational interpreter assessment, written test; and

2. achieve a level of 3.0 on one of the standardized videotape versions of the educational interpreter performance assessment: American Sign Language (ASL), Manually Coded English (MCE), or Pidgin Signed English (PSE) at the elementary and/or secondary level.

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F. Qualified Educational Interpreter Certificate renewal requirements:

1. valid for five years and may be renewed at the request of the Louisiana employing authority upon completion of six semester hours of credit or equivalent continuing professional development of 90 Contact hours.

2. the six hours of credit or 90 equivalent clock hours shall be directly and substantively related to one or more of the permits or certificates held by the applicant or related to the applicant's professional competency.

3. these hours shall be accrued beginning with the date of certification issuance.

G. An individual who does not meet the qualified certificate requirements may apply for a provisional certificate.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:445 (March 2022), repromulgated 48:1051 (April 2022).

### §709. Educational Transliterators

A. An educational transliterator certificate is issued to individuals who provide cued language transliteration services by facilitating communication within an instructional environment via an enhanced visual and/or tactile mode between and among deaf/hard of hearing and hearing individuals in situations in which those individuals are unable to communicate with one another using a speech and hearing mode.

B. This certificate is issued to individuals who have at least a standard high school diploma, HiSET, or a general equivalency diploma (GED) and who meet the guidelines outlined in this document. There are two basic types of certification for educational transliterators: provisional and qualified.

C. Provisional educational transliterator certificate eligibility requirements:

1. hold certification as a cued speech transliterator from a national or state recognized organization or certifying body; or

2. pass the cued American English competency screening.

D. Renewal requirements:

1. valid for one year and may be renewed annually at the request of the Louisiana employing authority for a maximum of three years; and

2. renewable upon completion of ten contact hours of professional development annually with course credit leading to a qualified educational transliterator certificate and may be applied toward the 10 hours and accrued beginning with the issuance of the provisional educational transliterator certificate.

E. Qualified educational transliterator certificate eligibility requirements:

1. pass the cued language transliterator state level performance assessment; or attain a level of 3.5 on the educational interpreter performance assessment-cued speech (EIPA-CS); and

2. pass the cued language transliterator state level written assessment.

F. Qualified Educational Transliterator Certificate renewal requirements:

1. May be renewed every five years at the request of the Louisiana employing authority upon completion of six semester hours of credit or equivalent continuing professional development (90 contact hours).

2. The six hours of credit or 90 equivalent clock hours shall be directly and substantively related to one or more of the permits or certificates held by the applicant or related to the applicant's professional competency.

3. These hours shall be accrued beginning the date of issuance of the qualified educational transliterator certificate.

G. An individual who does not meet qualified educational transliterator certificate requirements may apply for a provisional certificate.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 41:2129 (October 2015), amended LR 45:527 (April 2019), amended LR 48:446 (March 2022), repromulgated 48:1052 (April 2022), amended LR 50:665 (May 2024).

### §713. Orientation and Mobility

A. Orientation and Mobility. Valid as long as holder maintains a current national certification in orientation and mobility.

1. Eligibility requirements:

a. baccalaureate or graduate degree in orientation and mobility; or

b. completion of an individual plan of study in orientation and mobility at a college or university accredited in accordance with 34 CFR 602; and

c. current certification issued by the Academy for Certification of Vision Rehabilitation and Educational Professionals (COMS); or

d. current certification issued by the National Blindness Professional Certification Board (NOMC).

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 45:232 (February 2019), LR 48:446 (March 2022), repromulgated LR 48:1053 (April 2022).

**§715. School Nurse**

A. Beginning August 1, 2023, a registered nurse who holds a current, valid license in good standing with the Louisiana State Board of Nursing is considered certified by BESE.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:447 (March 2022), repromulgated LR 48:1053 (April 2022), amended LR 49:863 (May 2023).

**§717. Social Worker**

A. Social Worker—issued to individuals with graduate degrees in social work or social welfare.

B. Beginning June 1, 2024, a licensed social worker who holds a current, valid Louisiana license with the Louisiana Board of Social Work Examiners is considered certified by BESE if the individual:

1. is licensed as a licensed clinical social worker (LCSW) in accordance with R.S. 37:2701 et seq.; or

2. holds a certificate as a licensed master social worker (LMSW) in accordance with R.S. 37:2701 et seq.; and

3. receives supervision by a LCSW in accordance with R.S. 37:2707.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:447 (March 2022), repromulgated LR 48:1053 (April 2022), amended LR 50:665 (May 2024).

**§719. Mental Health Professional Counselor**

A. Provisional Mental Health Professional Counselor Certificate—valid for two years.

1. Eligibility requirements:

a. hold current Louisiana licensure as a provisional licensed professional counselor in Louisiana (PLPC), in accordance with R.S. 37:1101 et seq.; or

b. work under active supervision of a board-approved licensed professional counselor supervisor (BA LPC-S) (i.e., 1 hour of supervision per 20 client contact hours) and accrue 1,900 direct client contact hours, 1,000 indirect hours, and 100 clinical supervision hours under the board-approved licensed professional counselor supervisor (BA LPC-S); and

c. hold a current Louisiana licensure as a licensed marriage and family therapist (MFT) in accordance with R.S. 37:1101 et seq.; or

d. hold a current Louisiana licensure as a Licensed clinical social worker (LCSW), in accordance with R.S. 37:2701 et seq.; or

e. hold a current Louisiana certification as a certified school psychologist, in accordance with R.S.

17:7.1(D); or current Louisiana licensure as a psychologist, in accordance with R.S. 37:2351 et seq.; and

f. have two years of mental health counseling experience or school psychological services or school social work services within the last five years working directly with children, as verified by a previous or current employer; and

g. have a written request from the Louisiana employing school system indicating that the person will be employed upon issuance of certification.

2. Non-renewable.

**B. Qualified Mental Health Professional Counselor**

1. Eligibility requirements:

a. hold current Louisiana licensure as a licensed professional counselor in Louisiana (LPC) or as a provisional-licensed professional counselor (PLPC) in accordance with R.S. 37:1101 et seq.; or

b. hold a current Louisiana licensure as a licensed marriage and family therapist (LMFT) in accordance with R.S. 37:1101 et seq.; or

c. hold a current Louisiana licensure as a licensed clinical social worker (LCSW), in accordance with R.S. 37:2701 et seq.; or

d. hold a current Louisiana certification as a certified school psychologist, in accordance with R.S. 17:7.1(D); or current Louisiana licensure as a psychologist, in accordance with R.S. 37:2351 et seq.; and

e. have two years of experience as a provisional mental health professional counselor and the written request of the employing LEA.

2. Renewal Guidelines

a. This certificate is valid provided the holder maintains current Louisiana licensure as a LPC, LMFT, LCSW, or psychologist, or holds a current Louisiana certification as a certified school psychologist. A worker who changes employing school systems must provide a copy of a current Louisiana license or certificate to serve as a mental health professional counselor.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, R.S. 17:8.6, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:447 (March 2022), repromulgated LR 48:1054 (April 2022).

**§721. Special Education Examiners**

A. State statute requires that each school district have assessment teams for the purpose of identifying and evaluating the individual needs of each child with exceptionalities. These teams may include any number of the specialists outlined in this Section. Persons serving on multidisciplinary teams who have competent authority numbers may continue to serve in this capacity.

**B. Audiologist**

## EDUCATION

1. Provisional certificate—valid for three years.
    - a. Eligibility requirements:
      - i. graduate degree in audiology or equivalent, as specified in R.S. 37:2651 et seq.;
      - ii. must work under supervision of a licensed audiologist.
    - b. Non-renewable.
  2. Qualified licensed audiologist. Beginning June 1, 2024, a licensed audiologist who holds a current, valid Louisiana license with the Louisiana Board of Examiners Speech-Language Pathology and Audiology is considered certified by BESE.
- C. Educational diagnostician—valid for five years.
1. Eligibility requirements:
    - a. hold current national certification as an educational diagnostician (NCED) through the National Certification of Educational Diagnostician Board.
  2. Renewal guidelines:
    - a. may be renewed every five years at the request of the LEA; and
    - c. hold current national certification as an educational diagnostician (NCED) through the National Certification of Educational Diagnostician Board.
  3. Reinstatement of a Lapsed Certificate. If certificate holder allows a period of five consecutive calendar years to pass in where not a regularly employed as an educational diagnostician for at least one semester, or 90 consecutive days, the certificate lapses for disuse. To reinstate a lapsed certificate, the holder must present evidence of six semester hours of credit earned in state-approved courses during the five-year period immediately preceding the request for reinstatement.
- D. School Psychologist
1. Standard certificate—valid for five years.
    - a. Eligibility requirements:
      - i. completion of a school psychology training program that meets requirements of the current Standards for Training and Field Placement Programs in School Psychology established by the National Association of School Psychologists; or
      - ii. evidence of current and continuous certification as a nationally certified school psychologist.
    - b. Levels
      - i. Level A—Applicants must meet requirements for the standard certificate and possess a doctoral degree from an institution accredited in accordance with 34 CFR 602, in school psychology or in psychology with a program of study emphasizing child development and knowledge and skills in education and assessment.
        - ii. Level B—Applicants must meet requirements for the standard certificate and possess a graduate or specialist degree from a school psychology training program in an institution accredited in accordance with 34 CFR 602.
          - c. Renewal Guidelines. The standard certificate must be renewed by the expiration date, every five years. A one-month grace period is allowed before the certificate is considered lapsed. The certificate may be renewed upon completion of the following:
            - i. at least one year of experience, or equivalent, as a school psychologist; and
            - ii. one of the following:
              - (a). six semester hours of additional graduate credit in any of the areas specified in the standards for training and field placement programs in School Psychology established by the National Association of School Psychologists;
              - (b). an equivalent number of continuing professional development/education units (9.0 CEU or 90 contact hours) in a variety of activities designed to maintain and expand a school psychologist's skills, and to ensure the provision of quality services;
              - (c). a combination of graduate credit hours and continuing professional development/education units equivalent to six semester hours (each semester hour equals 1.5 continuing professional development/education units), for a total of 9.0 continuing professional development/education units; or
              - (d). evidence of current and continuous certification as a nationally certified school psychologist since the last date of state certification or renewal.
    2. Provisional certificate: valid for one year and renewable once for the completion of internship for the standard Type A or B certificate.
      - a. Eligibility requirements:
        - i. completed academic preparation in school psychology that meets requirements of current standards for training and field placement programs in school psychology established by the National Association of School Psychologists, except for the internship. The internship shall be completed during the time of the provisional certificate, in accordance with internship requirements in current standards for training and field placement programs in school psychology established by the National Association of School Psychologists; and
        - ii. holder of a lapsed standard Type A or B certificate who has not met requirements for certification renewal.
      - b. Renewal guidelines may be renewed for one additional year when necessary to complete the internship, and upon written request of applicant and of the director of the training program or intern supervisor.



3. Lapsed school psychologist certificates may be reinstated upon verification that the following conditions have been met. Credits submitted must have been earned within the five years of the last renewal request. A provisional certificate may be awarded for a one year period, during which time the individual must meet renewal requirements for the standard certificate:

- a. at least one year of experience or equivalent as a school psychologist; and
- b. one of the following:
  - i. six semester hours of additional graduate credit in any of the areas specified in the standards for training and field placement programs in school psychology established by the National Association of School Psychologists;
  - ii. an equivalent number of continuing professional development/education units (9.0 CEU or 90 contact hours) in a variety of activities designed to maintain and expand a school psychologist's skills, and to ensure the provision of quality services;
  - iii. a combination of graduate credit hours and continuing professional development/education units equivalent to six semester hours (each semester hour equals 1.5 continuing professional development/education units), for a total of 9.0 continuing professional development/education units; or
  - iv. evidence of current and continuous certification as a nationally certified school psychologist since the last date of state certification or renewal.

4. Beginning January 1, 2025, the requirements for initial issuance of a school psychologist certificate will be those of the National Association of School Psychologists (NASP). A psychologist who meets the qualifications of NASP is considered certified by BESE.

E. Supervisor of school psychological services—eligibility guidelines:

- 1. hold valid Louisiana Level A or Level B school psychologist certification under current requirements; and
- 2. have at least three years of supervised experience as a school psychologist, of which at least two years have been in Louisiana.

F. Speech pathology assistant—valid for three years and renewable.

- 1. The word *assistant* designates that direct supervision by a certified and licensed speech/language pathologist is required.
- 2. Ancillary speech/language pathology assistant certificates authorize service as a speech pathology assistant only, not as a regular classroom teacher.
- 3. Eligibility requirements:
  - a. baccalaureate degree in speech/language pathology or related field from an institution accredited in accordance with 34 CFR 602; and

- b. complete at least 100 clock hours of supervised clinical practicum.

4. Renewal guidelines:

- a. may be renewed for three years by request of the LEA;

5. Reinstatement of a Lapsed Certificate. If certificate holder allows a period of five consecutive calendar years to pass in where not a regularly employed speech pathology assistant for at least one semester, or 90 consecutive days, the certificate lapses for disuse. To reinstate a lapsed certificate, the holder must present evidence of six semester hours of credit earned in state-approved courses during the five-year period immediately preceding the request for reinstatement.

#### G. Speech Pathologist

1. Provisional certificate in speech pathology—valid for three years.

- a. Eligibility requirements: graduate degree in speech pathology, or related field, from a college or university accredited in accordance with 34 CFR 602.

- b. Renewal guidelines: nonrenewable.

2. Qualified certificate in speech pathology. Beginning June 1, 2024, a licensed speech pathologist who holds a current, valid Louisiana license with the Louisiana Board of Examiners to serve as a speech pathologist is considered certified by BESE.

H. Speech therapist/American Speech and Hearing Association (ASHA)—a person who provides speech therapy services to students with speech and/or language impairments. Valid for three years.

1. Eligibility requirements:

- a. verification that applicant holds ASHA Certificate of Clinical Competence;

- b. ASHA verification that individual has met requirements for Certificate of Clinical Competence with a possible exception of the clinical fellowship year; or

- c. verification from the director of an ASHA-certified training program, in which the applicant has completed a graduate degree, that ASHA requirements for the Certificate of Clinical Competence have been met with the possible exception of the clinical fellowship year.

2. For those who have not completed the clinical fellowship year, this designation will be noted on the certificate.

3. Renewal guidelines:

- a. LEA may request renewal of the certificate; and

- b. certificate may be changed to "valid for life with continuous service" with verification of three years of service as a speech therapist and is considered valid for continuous service as long as the ASHA license is valid.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, R.S. 17:8.6, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 32:1824 (October 2006), amended LR 35:2325 (November 2009), LR 38:43 (January 2012), LR 39:1465 (June 2013), LR 45:1462 (October 2019), LR 48:448 (March 2022), repromulgated LR 48:1054 (April 2022), amended LR 50:665 (May 2024).

### **§723. Educational Leader in Special Education Ancillary Certificate**

A. The educational leader in special education ancillary certificate authorizes an individual to serve as a supervisor, director, or coordinator of special education in a school or district setting.

B. Issuance. This certificate is issued upon the request of the LEA.

C. Renewal Guidelines. Valid for a period of five years and may be renewed thereafter at the request of the LEA. Candidates must successfully meet the standards of effectiveness in accordance with §103 of this Part for at least three years during the five-year period of validity. Such renewal shall constitute a renewal of the special education ancillary certificate only and shall not qualify the candidate for the educational leader certificate level 1 (EDL 1), educational leader certificate level 2 (EDL 2), or educational leader certificate level 3 (EDL 3).

D. The candidate must:

1. hold one of the below valid Louisiana ancillary certificates or be considered certified by BESE by holding the valid Louisiana license issued by the appropriate licensing board:

- a. educational diagnostician;
- b. certified school psychologist (Level B or Level A);
- c. qualified speech pathologist;
- d. speech therapist;
- e. speech-language pathologist;
- f. speech and hearing therapist;
- g. qualified school social worker; or
- h. qualified licensed audiologist; and

2. have at least three years of experience working with students with all out-of-state experience verified as successful by the out-of-state employing authority or SEA;

3. complete a graduate degree program from an institution of postsecondary education accredited in accordance with 34 CFR 602;

4. provide documented evidence of leadership experiences (240 clock hours or more) aligned with performance expectations in accordance with LAC 28:CXXXVII Bulletin 125 at the school and/or district level; and

5. earn a passing score on the school leaders licensure assessment (SLLA) or other equivalent assessment as established by BESE.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, R.S. 17:8.4, R.S. 17:8.6, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 32:1825 (October 2006), amended LR 35:2325 (November 2009), LR 36:882 (March 2011), LR 38:43 (January 2012), LR 38:3139 (December 2012), LR 39:1466 (June 2013), LR 45:527 (April 2019), LR 45:1462 (October 2019), LR 48:450 (March 2022), repromulgated LR 48:1056 (April 2022), amended LR 50:665 (May 2024).

## **Subchapter B. School Therapists**

### **§725. Overview**

A. School Art Therapist—Valid as long as holder remains in the same school system.

1. Eligibility requirements:

a. verify successful completion of accredited art therapy degree program, and current registration or membership in the American Art Therapy Association; and

b. meet requirements of the educational program:

i. three semester hours, Introduction to Education of Exceptional Children; and

ii. three semester hours, Psychology of Exceptional Children; and

c. 50 percent of preclinical experience must have been directed toward a population aged zero through 21 years, in both institutional and school settings.

2. Renewal Guidelines. The LEA must request renewal with any change of employment to another school system.

B. Dance Therapist—valid as long as holder remains in same school system.

1. Graduate Level

a. Eligibility requirements:

i. graduate degree in dance therapy;

ii. requirements of the educational program:

(a) three semester hours, Introduction to Education of Exceptional Children; and

(b) three semester hours, Psychology of Exceptional Children;

iii. current registration or membership in the American Dance Therapy Association.

b. Renewal Guidelines: The Louisiana employing authority must request a renewal with any change of employment to another school system.

2. Bachelor's Level

a. Eligibility requirements:

- i. bachelor's degree in dance therapy;
  - ii. requirements of the educational program:
    - (a). three semester hours, Introduction to Education of Exceptional Children; and
    - (b). three semester hours, Psychology of Exceptional Children;
  - iii. practicum for two semesters in both a clinical and a school setting with fifty percent of the practicum involving work with a population aged zero through 21 years; and
  - iv. current registration or membership the American Dance Therapy Association; and
- b. **Renewal Guidelines.** The LEA must request renewal with any change of employment to another school system.

C. **Music Therapist**—valid as long as holder remains in same school system.

- 1. **Eligibility requirements:**
  - a. evidence of successful completion of an accredited music therapy degree program, and registration by the National Association of Music Therapy, Inc.;
  - b. meet the course requirements of the music therapy component of the degree program to include:
    - i. three semester hours, Introduction to Education of Exceptional Children;
    - ii. three semester hours, Psychology of Exceptional Children; and
    - iii. recreational music; and
    - iv. school music; and
  - c. 50 percent of pre-clinical and clinical experiences should be directed toward a population aged zero through 21 years, in both institutional and school settings.

2. **Renewal Guidelines.** The LEA must request renewal with any change of employment to another school system.

D. **Occupational Therapy.** Beginning June 1, 2024, the following are considered certified by BESE.

1. **Certified Licensed Occupational Therapist Assistant (COTA)**—a person who holds a current, valid COTA license to practice occupational therapy in Louisiana in compliance with R.S. 37:3001-3014, as administered by the Board of Medical Examiners. A COTA must work under the supervision of a Licensed Occupational Therapist.

2. **Occupational Therapist Provisional Certification**—a person who holds a temporary license to practice occupational therapy in Louisiana in compliance with R.S. 37:3001-3014, as administered by the Louisiana State Board of Medical Examiners.

3. **Occupational Therapist Full Certificate**—a person who holds a current, valid license to practice occupational therapy in Louisiana in compliance with R.S. 37:3001-3014, as administered by the Board of Medical Examiners.

E. **Physical Therapy.** Beginning June 1, 2024, the following are considered certified by BESE:

1. **Physical Therapist Assistant (PTA)**—a person who holds a current, valid PTA license to assist in the practice of physical therapy in compliance with R.S. 37:2401-2424, as administered by the Louisiana State Board of Physical Therapy Examiners. A PTA must work under the supervision of a licensed physical therapist.

2. **Physical Therapist Provisional Certification**—a person who holds a current, valid temporary license to practice physical therapy in compliance with R.S. 37:2401-2424, as administered by the Louisiana State Board of Physical Therapy Examiners.

3. **Physical Therapist Full Certificate**—a person who holds a current, valid license to practice physical therapy in compliance with R.S. 37:2401-2424, as administered by the Louisiana State Board of Physical Therapy Examiners.

F. **Certified Behavior Analyst.** Beginning June 1, 2024, the following are considered certified by BESE:

1. **Assistant Behavior Analyst (BCaBA)**—a person who holds a current assistant level certification issued by the Behavior Analyst Certification Boards (BACB) or other nationally credentialing bodies as approved by the BACB. A BCaBA must work under the direct supervision of a Board Certified Behavior Analyst (BCBA). A worker who changes employing school systems must provide a copy of current certification issued by BACB to serve as a behavior analyst.

2. **Behavior Analyst (BCBA)**—a person who holds a current behavior analyst certification issued by the Behavior Analyst Certification Board (BACB) or other nationally credentialing bodies as approved by the BACB. A worker who changes employing school systems must provide a copy of current certification issued by BACB to serve as a behavior analyst.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 32:1825 (October 2006), amended LR 38:3140 (December 2012), LR 45:527 (April 2019), LR 45:1462 (October 2019), LR 46:1383 (October 2020), LR 48:450 (March 2022), repromulgated LR 48:1057 (April 2022), amended LR 50:666 (May 2024).

## **Chapter 11. Standards for Secondary Career and Technical Trade and Industrial Education Personnel**

### **§1101. Introduction**

A. Career and technical trade and industrial education (CTTIE) certificates authorize full-time or part-time employment for instructors of courses aligned to an area of expertise. The applicant being certified under the

requirements found in this Part may teach CTTIE courses as listed on the LDE Teach Louisiana website (<http://www.teachlouisiana.net>).

B. Non-Practicing Status or Operational Role Status for CTTIE Certificates shall be in accordance with §505 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 33:2053 (October 2007), amended LR 43:1315 (July 2017), LR 48:452 (March 2022), repromulgated LR 48:1059 (April 2022).

### **§1103. Career and Technical Certificate Types Issued Prior to July 1, 2006**

A. Vocational Technical Industrial Education (VTIE) Certificates—Issued prior to July 1, 2004

1. Vocational Temporary (VT)—valid for one year; renewable annually while holder completes required coursework.

2. Vocational Permanent (VP)—lifetime certificate for continuous service.

B. Career and Technical Trade and Industrial Education (CTTIE) Certificates—issued between July 1, 2004, and June 30, 2006.

1. CTTIE Temporary Certificate (CT)—valid for one year; renewable annually while holder completes required coursework.

2. CTTIE Permanent Certificate (CP)—lifetime certificate for continuous-service.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:452 (March 2022), repromulgated LR 48:1060 (April 2022).

### **§1105. Career and Technical Certificate Types**

A. CTTIE-Provisional—a one-year, non-renewable certificate issued while instructor completes requirements for CTTIE-1.

B. CTTIE-1 Certificate—An entry-level industry-based teaching certificate, valid for three years initially and may be extended for a period of one year at the request of the LEA. CTTIE-1 certificates are limited to two such extensions. CTTIE teachers must successfully meet the standards of effectiveness pursuant to Bulletin 130 and R.S.17:3902 to advance to CTTIE-2.

C. CTTIE-2 Certificate. Valid for five years initially and may be renewed thereafter for a period of five years at the request of the employing LEA.

1. For renewal of the CTTIE-2 certificate, candidates must successfully meet the standards of effectiveness for at least three years during the five-year initial or renewal period pursuant to Bulletin 130 and R.S. 17:3902.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 33:2056 (October 2007), amended LR 43:1315 (July 2017), LR 46:1385 (October 2020), LR 48:452 (March 2022), repromulgated LR 48:1060 (April 2022).

### **§1107. CTTIE Certificate-Eligibility Requirements**

B. CTTIE Provisional Eligibility Requirements

1. Applicants shall hold a high school diploma, or have passed an equivalency test approved by the LDE.

2. Applicants shall have a minimum of four years of full time work experience or 7,680 hours of experience aligned to the CIP (Classification of Instructional Programs) area in the selected career and technical field, of which at least one year of full time work experience or 1,920 hours of experience must have been acquired within the five years immediately prior to certification:

a. technical diploma or associate degree, certification of completions of registered apprenticeship, or certificate of training completion from a Louisiana Workforce Commission (LWC) approved training provider aligned to work experience and CIP area will be given credit for two years or 3,840 hours of occupational experience if the training is in the field for which the applicant is applying;

b. graduates with a bachelor's degree aligned to work experience and CIP area from a college or university accredited in accordance with 34 CFR 602 will be given credit for two years or 3,840 hours of experience;

c. graduates with a graduate degree aligned to work experience and CIP area from a college or university accredited in accordance with 34 CFR 602 will be given credit for three years or 5,760 hours of occupational experience;

d. graduates with a technical degree in the selected field and a bachelor's degree aligned to work experience and CIP area from a college or university accredited in accordance with 34 CFR 602 will be given credit for three years or 5,760 hours of occupational experience;

e. graduates with a bachelor's degree aligned to work experience and CIP area from a college or university accredited in accordance with 34 CFR 602 and an industry based certification (IBC) in the selected field will be given credit for three years or 5,760 hours of occupational experience;

f. applicants holding current approved industry-based certification, aligned to work experience and CIP area will be given credit for two years or 3,840 hours of work experience. An industry-based certification may not be combined with educational attainment to qualify for a waiver from all required work experience.

g. applicants with an earned bachelor's degree, and who hold an industry-based certification (IBC) in the selected instructional field aligned to work experience and

CIP area may also apply years of teaching experience in that field toward the required work experience.

h. applicants with prior teaching experience at a postsecondary institution, certificate of completion of registered apprenticeship, or certificate of training completion from LWC approved training provider in the selected instructional field may apply those years of teaching at a postsecondary institution toward the required work experience. All out-of-state experience must be verified as successful by the out-of-state employing authority or SEA.

3. In addition to CTTIE certification, a current license must be held when a state or national license is required in the workplace. A state or national license will be recognized as an industry-based certification.

a. Instructors providing content aligned to an industry-based certification must carry the IBC in which instruction will occur.

b. If a certifying agency requires specialized certification to instruct content, the instructor must carry the required certification.

#### C. CTTIE-1 Eligibility Requirements

1. Applicants shall meet the requirements for the CTTIE Provisional certificate; and

2. In addition to CTTIE certification, a current license must be held when a state or national license is required in the workplace. A state or national license will be recognized as an industry-based certification.

a. Instructors who will be providing content aligned to an industry-based certification must carry the IBC in which instruction will occur.

b. If a certifying agency requires specialized certification to instruct content, the instructor must carry that certification.

4. Applicants shall complete a new instructor workshop prior to issuance of CTTIE-1. The LDE shall make available a list of new instructor course providers. Applicants with at least three years of effective K-12 teaching experience as defined by Bulletin 130 or three years of post-secondary teaching experience are not subject to the New Instructor Workshop completion requirement.

#### D. CTTIE-2 Eligibility Requirements

1. Eligibility requirements:

a. hold or meet eligibility requirements for a CTTIE-1;

b. successfully meet the standards of effectiveness for at least three years during the five-year renewal period in accordance with §103 of this Part and

c. accrue three years of teaching experience in an approved educational setting.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 33:2058 (October 2007), amended LR 43:1317 (July 2017), LR 48:452 (March 2022), repromulgated LR 48:1060 (April 2022), amended LR 50:666 (May 2024).

#### §1109. CTTIE Areas of Specialization

A. Nurse Aide Training and Competency Evaluation Program (NATP/NATCEP)/ Certified Nursing Assistant (CNA) Eligibility Requirements:

1. applicant shall be a professional nursing program graduate with current Louisiana licensure as a registered nurse (RN) or licensed practical nurse (LPN);

2. all instructors shall have one of the following: CTTIE, VTIE, master's degree or above, or a CNA train the trainer certificate and meet nurse aide training and competency evaluation program (NATP/NATCEP) regulations, as mandated by the Louisiana Department of Health (LDH), Health Standards Section;

3. LPNs may serve as a certified nursing assistant/NATP instructor under the direct supervision of an RN. LPNs, under the general supervision of the primary instructor, may provide classroom and skills training instruction and supervision with two years of experience in provision of long term care services.

B. Certified Nursing Assistant, Program Coordinator Eligibility Requirements. The program coordinator shall have the following experience and qualifications:

1. current Louisiana licensure as a registered nurse (RN);

2. a minimum of two years of nursing experience, of which at least one year must be in the provision of long term care facility services such as a nursing home or skilled nursing facility;

3. completion of VTIE, CTTIE, CNA train-the-trainer program or a graduate degree; and

4. meet requirements mandated by the Louisiana Department of Health (LDH), Health Standards Section;

#### C. Emergency Medical Technician

1. An emergency medical technician (EMT) instructor must be approved by the Bureau of EMS.

#### D. Athletic Trainer Eligibility Requirements

1. Sports medicine instructors shall have at least a Bachelor of Science degree and have a valid current state and/or national certification as an athletic trainer and meet all CTTIE requirements.

2. Applicants pursuing a graduate degree in athletic training who are working as an athletic trainer graduate assistant or athletic trainer intern at a university accredited in accordance with 34 CFR 602 may count the work experience hours toward meeting the required work hours for the CTTIE application. CTTIE application must include a letter from the director of athletics training at the university with the actual number of hours worked and assigned duties.

E. Career Explorations Awareness Skills eligibility requirements:

1. a bachelor's degree from a state-approved college or university accredited in accordance with 34 CFR 602, with two years of full-time work experience, or 3,840 hours of work experience within four years of date of application; or a valid standard Louisiana teaching or school counselor certification; and

2. Jobs for America's Graduates (JAG) Louisiana training or Quest for Success training.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:453 (March 2022), repromulgated LR 48:1061 (April 2022), amended LR 50:667 (May 2024).

## Chapter 13. Endorsements to Existing Certificates

### §1301. Introduction

A. Endorsement areas are permanent credentials added to a teaching certificate. Upon completion of requirements for an additional area of certification, as outlined in this bulletin, the holder of a valid Louisiana teaching certificate may have the endorsement added. For endorsement purposes, the following apply.

1. A generalized reference to a Praxis exam means the applicable BESE-adopted exam(s) in policy, with the established passing score(s) in accordance with §303 of this Part.

2. Semester hours earned to add certification areas and/or levels to an existing certificate cannot include repeat or duplicate coursework.

3. A National Board Certified (NBC) teacher with an existing Louisiana teaching certificate is eligible for the addition or add-on endorsement to a certificate of the corresponding area for which NBC is held.

4. All coursework used for add-on certification must be for regular credit, not of a remedial or developmental nature, and no final grade below a "C" will be accepted.

5. Semester hours earned from an institution accredited in accordance with 34 CFR 602 or equivalent contact hours from a non-university private provider of teacher and/or educational leader preparation program are acceptable for endorsement purposes. One semester hour is equivalent to 15 contact hours.

6. Non-university private providers of teacher and/or educational leader preparation programs must submit proposals for approval by LDOE and BESE, in accordance with LAC 28:XLV (Bulletin 996) Chapter 3.

7. All out-of-state experience must be verified as successful by the out-of-state employing authority or SEA.

8. General reading and literacy hours may be fulfilled with the indicated semester hours, equivalent contact hours,

or passing the adopted Teaching of Reading exam in accordance with §303 of this Part. Successful completion of the BESE-approved literacy foundations training may be accepted for the number of hours approved per program.

9. Beginning September 1, 2024, for educators eligible to teach grades kindergarten through third grade and special education areas, the Teaching of Reading Elementary exam and indicated semester hours, or equivalent contact hours are required.

B. A formal request for an additional certification or credential on a teaching license must be submitted to the LDE. An official transcript from an institution accredited in accordance with 34 CFR 602, verifying successful completion of endorsement requirements and semester hours or documentation from the non-university private provider verifying successful completion of endorsement requirements in contact hours must accompany the request. The final authority for approval of additional certification is the LDE.

C. This Chapter has been divided into three Subchapters, as follows:

1. regular education level and area endorsements;
2. special education level and area endorsements; and
3. all other endorsement areas.

D. The requirements in §1305.A.3; §1307.A.3; §1313.A.4, B.3; §1315.A.3, B.3; §1317.A.4, B.4; §1327.A.3, B.3, and §1329.A.4 of this Chapter, shall be effective beginning September 1, 2024.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6(A)(10), (11), and (15), R.S. 17:7(6), R.S. 17:10, R.S. 17:22(6), R.S. 17:391.1- 391.10, and R.S. 17:411.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 33:2059 (October 2007), LR 48:454 (March 2022), repromulgated LR 48: 1062 (April 2022), amended LR 49:1717 (October 2023), LR 50:28 (January 2024), amended LR 50:667 (May 2024), repromulgated LR 50:974 (July 2024).

## Subchapter A. Regular Education Level and Area Endorsements

### §1303. Introduction

A. The following requirements must be completed to add an education certification level and/or a certification area to an existing valid teaching certificate.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 33:2059 (October 2007), amended LR 48:455 (March 2022), repromulgated LR 48:1063 (April 2022).

### §1305. Requirements to add Birth to Kindergarten

A. Individuals holding a valid early childhood certificate for PK-K, PK-3, elementary certificate for grade levels 1-4, 1-5, 1-6, or 1-8, or early interventionist certificate must achieve the following:

1. earn a passing score for Praxis—principles of learning and teaching early childhood; or

2. 12 semester hours of combined early childhood and kindergarten coursework.

3. Individuals must complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter.

B. Beginning September 1, 2024, an applicant applying for certification to teach kindergarten through third grade shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 33:2060 (October 2007), amended LR 46:1385 (October 2020), amended LR 48:455 (March 2022), repromulgated LR 48:1063 (April 2022), LR 48:2555 (October 2022), LR 50:28 (January 2024), amended LR 50:667 (May 2024).

### **§1307. Requirements to add Early Childhood (Grades PK-3)**

A. Individuals holding a valid elementary certificate for grade levels 1-4, 1-5, 1-6, or 1-8 must achieve the following:

1. earn a passing score for Praxis—principles of learning and teaching early childhood; or

2. 12 semester hours of combined early childhood and kindergarten coursework.

3. Individuals must complete nine semester hours in the teaching of reading and literacy in alignment with the literacy foundations competencies or other literacy options as outlined in §1301 of this Chapter.

B. Individuals holding a valid upper elementary or middle school certificate for grade levels 4-8, 5-8, or 6-8, secondary school certificate for grade levels 6-12, 7-12, or 9-12, special education certificate other than early interventionist, or an all-level K-12 certificate in the areas of art, dance, foreign language, health, physical education, health and physical education, theater, or music must achieve the following:

1. for endorsements issued 9/1/17 and beyond, earn a passing score for Praxis elementary education: multiple subjects; and

2. earn a passing score for Praxis principles of learning and teaching early childhood or accumulate 12 credit hours of combined early childhood and kindergarten coursework; and

3. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies.

4. Beginning September 1, 2024, an applicant applying for certification to teach kindergarten through third grade shall pass the BESE-approved Teaching of Reading:

Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

C. Individuals holding a valid early interventionist certificate must achieve the following:

1. earn a passing score for Praxis—Elementary Education;

2. earn twelve credit hours of combined early childhood and kindergarten coursework; and

3. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies.

4. Beginning September 1, 2024, an applicant applying for certification to teach kindergarten through third grade shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

D. Individuals holding a valid birth to kindergarten certificate must achieve the following:

1. earn passing score for Praxis Elementary Education in accordance with §303 of this Part; and

2. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies.

3. Beginning September 1, 2024, an applicant applying for certification to teach kindergarten through third grade shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:455 (March 2022), repromulgated LR 48:1063 (April 2022), LR 48:2555 (October 2022), LR 50:28 (January 2024), amended LR 50:667 (May 2024).

### **§1309. Requirements to add Elementary (Grades 1-5)**

A. Individuals holding a valid early childhood certificate for PK-K or PK-3 must achieve the following:

1. earn a passing score for Praxis—Elementary Education in accordance with §303 of this Part;

2. earn a passing score for Praxis—Principles of Learning and Teaching K-6 exam; and

3. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies.

4. Beginning September 1, 2024, an applicant applying for certification to teach kindergarten through third grade shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

B. Individuals holding a valid upper elementary or middle school certificate for grade levels 4-8, 5-8, and 6-8, secondary certificate grade levels 6-12, 7-12, or 9-12, special education certificate, or all-level K-12 certificate for art, dance, foreign language, health, physical education, health and physical education, theater, or music must achieve the following:

1. earn passing score for Praxis—Elementary Education in accordance with §303 of this Part or accumulate 12 semester hours in each subject area of mathematics, science, ELA, and social studies;

2. earn a passing score for Praxis Principles of Learning and Teaching K-6 exam; and

3. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies.

4. Beginning September 1, 2024, an applicant applying for certification to teach kindergarten through third grade shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:455 (March 2022), repromulgated LR 48:1064 (April 2022), LR 48:2555 (October 2022), LR 50:29 (January 2024), amended LR 50:668 (May 2024).

**§1311. Requirements to add Middle School (Grades 4-8) Specialty Area Endorsement for English, Mathematics, Science, or Social Studies**

A. Individuals holding a valid OS, Type C, Level 1 or higher teaching certificate must achieve the following:

1. earn a passing score for Praxis middle school specialty area exam in the specific content area; or accumulate 30 credit hours in the specialty content area; and

2. earn a passing score for Praxis Principles of Learning and Teaching 5-9 exam; and

3. complete six semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:456 (March 2022), repromulgated LR 48:1064 (April 2022), LR 50:29 (January 2024).

**§1313. Requirements to add a Secondary (Grades 6-12) Specialty Core Content Area (English, Math, Foreign Language, Science, and Social Studies)**

A. Individuals holding a valid early childhood certificate for PK-K or PK-3, elementary certificate for grade levels 1-4, 1-5, 1-6, or 1-8, upper elementary or middle school certificate for grade levels 4-8, 5-8, or 6-8, or special education certificate must achieve the following:

1. earn a passing score for Praxis secondary specialty area exam in the content area; or 30 credit hours in the specialty content area; and

2. earn a passing Praxis score for principles of learning and teaching 7-12 exam; or

3. if adding a foreign language after 6/30/13, earn a passing Praxis score for world languages pedagogy; and

4. complete three semester hours in the teaching of reading and literacy, or other literacy options in accordance with §1301 of this Part.

B. Individuals holding a valid secondary certificate for grade levels 6-12, 7-12, or 9-12, or an All-Level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, or music must achieve the following:

1. earn a passing score for Praxis secondary specialty area exam(s) required for the content area or 30 credit hours in the specialty content area; and

2. earn a passing Praxis score for world languages pedagogy for any foreign language add-on after 6/30/13; and

3. complete three semester hours in the teaching of reading and literacy, or other literacy options in accordance with §1301 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, R.S. 17:8.5, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:456 (March 2022), repromulgated LR 48:1064 (April 2022), amended LR 50:668 (May 2024).

**§1315. Requirements to Add a Secondary (Grades 6-12) Specialty Content Area (Agriculture, Business, Computer Science, Family and Consumer Sciences, Journalism, Marketing, Speech, Technology Education)**

A. Individuals holding a valid early childhood certificate for PK-K or PK-3, elementary certificate for grade levels 1-4, 1-5, 1-6, or 1-8, upper elementary or middle school certificate for grade levels 4-8, 5-8, or 6-8, or special education certificate must achieve the following:

1. earn a passing score for Praxis secondary specialty area exam in the content area or 21 credit hours in the specialty content area;

a. For Computer Science Grades 6-12 only, candidates also have the option of successful completion of a BESE-approved micro-credential Computer Science Grades 6-12 training program.

2. earn a passing Praxis score for principles of learning and teaching 7-12 exam; and

3. complete three semester hours in the teaching of reading and literacy, or other literacy options in accordance with §1301 of this Part.

B. Individuals holding a valid secondary certificate for grade levels 6-12, 7-12, or 9-12, or an All-Level K-12



certificate in art, dance, foreign language, health, physical education, health and physical education, theater, or music must achieve the following:

1. earn a passing score for the Praxis secondary specialty area exam; or
2. earn 21 credit hours in the specialty content area; or
3. For Computer Science Grades 6-12 only, candidates also have the option of successful completion of a BESE-approved micro-credential Computer Science Grades 6-12 training program; and
4. complete three semester hours in the teaching of reading and literacy, or other literacy options in accordance with §1301 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:456 (March 2022), repromulgated LR 48:1065 (April 2022), amended LR 50:668 (May 2024), LR 51:277 (February 2025).

### **§1317. Requirements to add an All-Level (K-12) Area (Art, Dance, Foreign Language, Health and Physical Education, Theater, and Music)**

A. Individuals holding a valid early childhood certificate for PK-K or PK-3, elementary certificate for grade levels 1-4, 1-5, 1-6, or 1-8, upper elementary or middle school certificate for grade levels 4-8, 5-8, or 6-8, secondary certificate for grade levels 6-12, 7-12, or 9-12, special education certificate, or an All-Level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, theater, or music must achieve the following:

1. earn a passing score for the Praxis secondary specialty area exam; or
2. earn 30 semester hours in the specialty content area; and
3. earn a passing Praxis score for world languages pedagogy for any foreign language add-on after 6/30/13; and
4. complete three semester hours in the teaching of reading and literacy, or other literacy options in accordance with §1301 of this Part.

B. To add a second music area endorsement: an individual already certified in either instrumental music or vocal music may add the second music area as follows:

1. to add instrumental music, 12 semester hours to include brass, percussion, string, and woodwind instruments; or
2. to add vocal music, 12 semester hours to include piano and voice; or
3. the music content knowledge exam. The exam covers both instrumental and vocal music and can be used to add on either additional area.

4. complete three semester hours in the teaching of reading and literacy, or other literacy options in accordance with §1301 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:457 (March 2022), repromulgated LR 48:1065 (April 2022), amended LR 50:668 (May 2024).

### **§1319. Artist or Talented Endorsement**

A. An artist or talented endorsement is issued to a certified teacher who has earned an advanced degree in an artistic or talented field, or who has produced evidence of creative accomplishments over an extended period of time. An artist or talented endorsement allows the holder to provide artistic and/or creative services in a regular classroom to children at any grade level.

B. Artists. Areas: art, creative writing, drama, dance, music, theater, and visual arts.

1. Certification is granted only in the specific area requested.

2. Eligibility Requirements. Issuance requires an advanced degree in art, music, theater, liberal arts, or theater education or substantive evidence of creative accomplishments over an extended period of time as verified by the requesting LEA.

C. Talented. Areas: music, theater, and visual arts.

1. The endorsement qualifies the holder to provide talented services.

2. The endorsement is granted only in the specific area requested.

3. Eligibility Requirements. Endorsement issuance requires an advanced degree in art, music, theater, liberal arts, or theater education or substantive evidence of creative accomplishments over an extended period of time as verified by the requesting LEA; and

a. The individual must have a minimum of one year of successful experience working with students in the specific arts area and at the grade level for which employed, verified in accordance with §103 of this Part.

b. Experience outside of a school setting may be considered if verified as successful on official letterhead from the employing authority.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), and R.S. 17:8.1-8.4.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 50:669 (May 2024).

## **Subchapter B. Special Education Level and Area Endorsements**

### **§1321. Requirements to Add Academically Gifted**

A. Individuals holding a valid early childhood certificate for PK-K or PK-3, elementary certificate for grade levels 1-

4, 1-5, 1-6, or 1-8, upper elementary or middle school certificate for grade levels 4-8, 5-8, or 6-8, secondary certificate for grade levels 6-12, 7-12, or 9-12, special education certificate, or an All-Level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, or music must achieve the following:

1. graduate degree from an institution of higher education accredited in accordance with 34 CFR 602;

2. 15 graduate semester hours of prescribed coursework from the following list, either within a graduate degree program or as an add-on to an existing graduate degree:

- a. characteristics/study of gifted individuals;
- b. methods of teaching the gifted;
- c. social and emotional needs of the gifted;
- d. creative thinking and problem solving or curriculum development for the gifted;
- e. educational technology; and

3. three semester hours in a practicum for academically gifted, an internship for college credit in academically gifted, or three years of successful teaching experience in academically gifted verified in accordance with §103 of this Part.

B. Academically gifted certification will be valid only in the teaching area(s) in which the individual is certified.

C. The secondary teacher of academically gifted students who is to award Carnegie units in the secondary subject area(s) must be certified in the subject area(s) in which Carnegie Units are awarded.

D. Elementary and secondary teachers who are also certified in academically gifted may offer approved special education elective or enrichment courses at either the elementary or secondary level.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:457 (March 2022), repromulgated LR 48:1065 (April 2022), amended LR 50:669 (May 2024).

**§1323. Requirements to Add Early Interventionist Birth to Five Years**

A. Individuals holding a valid early childhood certificate for PK-K or PK-3, elementary certificate for grade levels 1-4, 1-5, 1-6, or 1-8, upper elementary or middle school certificate for grade levels 4-8, 5-8, or 6-8, secondary certificate for grade levels 6-12, 7-12, or 9-12, special education certificate, or an All-Level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, theater, or music must achieve the following:

1. earn a passing score for Praxis exams: Principles of Learning and Teaching; Early Childhood and Special Education: Early Childhood;

2. earn 18 credit hours that pertain to infants, toddlers, and preschoolers, as follows:

- a. foundations in early childhood education and early intervention;
- b. understanding and working with families of young children;
- c. assessment in early intervention;
- d. early intervention methods;
- e. teaming, physical and medical management in early intervention;
- f. communication and literacy in early intervention; and

3. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies.

B. Beginning September 1, 2024, an applicant shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:457 (March 2022), repromulgated LR 48:1066 (April 2022), LR 48:2556 (October 2022), LR 50:29 (January 2024), amended LR 50:669 (May 2024).

**§1325. Requirements to Add Deaf or Hard of Hearing K-12**

A. Individuals holding a valid early childhood certificate for PK-K or PK-3, elementary certificate for grade levels 1-4, 1-5, 1-6, or 1-8, upper elementary or middle school certificate for grade levels 4-8, 5-8, or 6-8, secondary certificate for grade levels 6-12, 7-12, or 9-12, special education certificate, or an All-Level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, theater, or music must earn the following:

1. 21 semester credit hours that pertain to children who are deaf or hard of hearing:

- a. introduction to special education;
- b. physiological, psychosocial, historical, sociological, and cultural aspects of deafness;
- c. language development that includes linguistic principles and assessment strategies in language acquisitions for deaf and hard of hearing;
- d. speech and speech reading;
- e. educational audiology, auditory assistive devices and technology;

f. instructional strategies and curriculum development for deaf and hard of hearing students; and

g. communication methodology;

2. three semester hours of internship regarding students who are deaf or hard of hearing or three years of successful teaching experience with students who are deaf or hard of hearing verified in accordance with §103 of this Part;

3. Proficiency in signed, cued, or oral communication evidenced by one or more of the following means:

a. signed:

i. Intermediate on the Educational Sign Skills Evaluation: Teacher (ESSE:T);

ii. Advanced on the Signed Communication Proficiency Interview (SCPI); or

iii. Level III of the Educational Interpreter Performance Assessment;

b. cued—mini-proficiency, as measured on the Basic Cued Speech Proficiency Rating Test (BCSPR c1983, Beaupre);

c. oral—successfully passing an additional course in Methods in Oral/Auditory Education; and

4. Passing score for Praxis exams in accordance with §303 of this Part.

B. Beginning September 1, 2024, an applicant shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:457 (March 2022), repromulgated LR 48:1066 (April 2022), LR 50:29 (January 2024), amended LR 50:669 (May 2024).

**§1327. Requirements to Add Mild/Moderate (1-5), (4-8), and (6-12)—Mandatory 7/1/2010**

A. Mild/Moderate: 1-5—Individuals holding a valid early childhood certificate in PK-K or PK-3, elementary certificate in grade levels 1-4, 1-5, 1-6, or 1-8, or Early Interventionist certificate must earn the following:

1. 18 semester hours to include the following coursework:

a. Assessment and Evaluation of Students with Disabilities. Three semester hours in a course designed for teachers to learn to select, adapt, and use instructional interventions and behavioral strategies with students in a variety of settings to apply knowledge and skills in a 45-hour field-based experience using theoretical approaches, screening/ identification, educational placement considerations, and assessment and evaluation;

b. Fundamentals of Instructional Technology. Three semester hours of instructional, utility, and management software applications for school use for development of

instructional materials, incorporation of commercially available software into lesson and unit structure, addressing the use of technology as it relates to UDL (Universal Design for Learning) and how UDL can be used to meet the needs of all students with language development issues;

c. Behavior Support and Intervention. Three semester hours to address the knowledge, skills and dispositions necessary for teachers to proactively and systematically address student needs that underlie the presence of problem behaviors in schools and class rooms;

d. Collaborative Teaming. Three semester hours that focuses on developing effective partnerships with parents, family members, general educators and related service providers;

e. Instructional Practices in Special Education. Three semester hours that provides teachers with the ability to select and utilize appropriate instructional strategies, assistive technologies, and instructional materials to address the strengths and needs of diverse learners in grades 1-5; and

f. Reading and Literacy. Three semester hours regarding all aspects of state reading competencies at the elementary level, to include literacy intervention for students with disabilities;

2. passing score for Praxis Mild to Moderate Pedagogy exam

3. complete six semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies;

4. Beginning September 1, 2024, an applicant shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

5. Individuals holding a valid OS, type C, level 1, or higher teaching certificate in upper elementary or middle school certificate grade levels 4-8, 5-8, or 6-8, secondary certificate grade levels 6-12, 7-12, or 9-12, all-level special education certificate in significant disabilities, visually impaired, or deaf or hard of hearing, or an all-level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, theater, or music must meet the requirements of this Subsection and earn the following:

a. passing score on Praxis Elementary Education in accordance with §303 of this Part; and

b. passing score on Principles of Learning and Teaching (PLT) K-6.

B. Mild/Moderate Middle Grades 4-8 and Secondary 6-12

1. 18 semester hours to include the following coursework:

a. Assessment and Evaluation of Students with Disabilities. Three semester hours in a course is designed for

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teachers to learn to select, adapt, and use instructional interventions and behavioral strategies with students in a variety of settings and to apply knowledge and skills in a 45-hour field-based experience using theoretical approaches, screening and identification, educational placement considerations, and assessment and evaluation;

b. **Fundamentals of Instructional Technology.** Three semester hours of instructional, utility, and management software applications for school use, development of instructional materials, incorporation of commercially available software into lesson and unit structure, the use of technology for UDL (Universal Design for Learning), and how UDL can be used to meet the needs of all students with language development issues;

c. **Behavior Support and Intervention.** Three semester hours regarding the knowledge, skills, and dispositions necessary to proactively and systematically address student needs that underlie the presence of problem behaviors in schools and classrooms;

d. **Collaborative Teaming.** Three semester hours that focuses on developing effective partnerships with parents, family members, general educators, and related service providers;

e. **Instructional Practices in Special Education.** Three semester hours that provide teachers with the ability to select and utilize appropriate instructional strategies, assistive technologies, and instructional materials to address the strengths and needs of diverse learners in grade levels 6-12 with concentration in areas of literacy and numeracy;

f. **Self-Determination and Transition.** Three semester hours in self-determination and development, implementation and evaluation of self-management instructional programs for students with an emphasis on using self-management and learning strategies to facilitate self-determination and provides an understanding of the special education transition process as specified by federal and state guidelines with the focus on the design and implementation of transition planning that meets student physical, affective, cognitive, and communicative needs across the contexts of school, community, family life, career and vocation, and recreation/leisure and

2. passing score for Praxis Mild to Moderate Pedagogy exams in accordance with §303 of this Part; and

3. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies.

4. Beginning September 1, 2024, an applicant shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

5. Individuals holding a valid early childhood certificate in PK-K or PK-3, elementary certificate in grade levels 1-4, 1-5, 1-6, or 1-8, or early interventionist certificate must also earn the following.

a. Mild/Moderate 4-8. A passing score for Principles of Learning and Teaching (PLT): 5-9, and a passing score for Middle School Content Exam(s) in accordance with §303 of this Part.

b. Mild/Moderate 6-12. A passing score for Principles of Learning and Teaching (PLT): 7-12, and a passing score for Secondary Core Content Exam(s) in accordance with §303 of this Part.

6. Individuals holding a valid upper elementary or middle school certificate in grade levels 4-8, 5-8, or 6-8 must also earn the following.

a. Mild/Moderate 6-12. A passing score for Principles of Learning and Teaching (PLT): 7-12, and a passing score for Secondary Core Content Exam(s) in accordance with §303 of this Part.

7. Individuals holding a valid secondary certificate in grade levels 6-12, 7-12, or 9-12, an all-level special education certificate for significant disabilities, visually impaired, or deaf or hard of hearing, or an all-level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, theater, or music must also earn the following:

a. Mild/Moderate 4-8. A passing score for Principles of Learning and Teaching (PLT): 5-9, and a passing score for Middle School Content Exam(s) in accordance with §303 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:458 (March 2022), repromulgated LR 48:1066 (April 2022), LR 48:2556 (October 2022), LR 50:30 (January 2024), amended LR 50:669 (May 2024).

### §1329. Requirements to add Significant Disabilities 1-12

A. Individuals holding a valid early childhood certificate in grade levels PK-K or PK-3, elementary certificate in grade levels 1-4, 1-5, 1-6, or 1-8, upper elementary or middle school certificate in grade levels 4-8, 5-8, 6-8, secondary certificate in grade levels 6-12, 7-12, or 9-12, special education certificate, or All-Level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, theater, or music must earn the following:

1. 21 semester hours that pertain to children with significant disabilities, as follows:

- a. assessment and evaluation;
  - b. curriculum development, modifications, and transition planning;
  - c. behavior support;
  - d. instructional strategies;
  - e. communication;
  - f. collaborative techniques and family partnerships;
- and

g. characteristics of students with significant disabilities, physical support, health and safety; and

2. Three semester hours of internship of students with significant disabilities; or three years of successful teaching experience of students with significant disabilities verified in accordance with §103 of this Part; and

3. passing score for Praxis exams in accordance with §303 of this Part; and

4. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies.

B. Beginning September 1, 2024, an applicant shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:460 (March 2022), repromulgated LR 48:1069 (April 2022), LR 48:2556 (October 2022), LR 50:30 (January 2024), amended LR 50:670 (May 2024).

### **§1331. Requirements to add Visual Impairments/Blind K-12**

A. Individuals holding a valid early childhood certificate in grade levels PK-K or PK-3, elementary certificate in grade levels 1-4, 1-5, 1-6, or 1-8, upper elementary or middle school certificate in grade levels 4-8, 5-8, 6-8, secondary certificate in grade levels 6-12, 7-12, or 9-12, special education certificate, or All-Level K-12 certificate in art, dance, foreign language, health, physical education, health and physical education, theater, or music must earn the following:

1. 21 semester hours that pertain to children with visual impairments:

a. educational implications of low vision and blindness;

b. orientation and mobility for the classroom teacher;

c. assessment and evaluation techniques, including functional vision evaluation and reading media assessment;

d. assistive technology for students with visual impairments;

e. instructional strategies and materials for students with visual impairments;

f. introduction to Braille, including literary and Nemeth codes; or

g. Braille II; and

2. three semester hours of internship of students who are visually impaired or three years of successful teaching experience of students who are visually impaired or blind, verified in accordance with §103 of this Part; and

3. passing scores on exams aligned with the area in accordance with §303 of this Part.

B. Beginning September 1, 2024, an applicant shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:461 (March 2022), repromulgated LR 48:1069 (April 2022), LR 50:31 (January 2024), amended LR 50:670 (May 2024).

## **Subchapter C. All Other Teaching Endorsement Areas**

### **§1333. Introduction**

A. Information on endorsements for administrative and supervisory areas can be found in Chapter 15 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:461 (March 2022), repromulgated LR 48:1069 (April 2022).

### **§1335. Adapted Physical Education**

A. Adapted physical education eligibility requirements:

1. valid Louisiana teaching certificate in physical education;

2. basic requirements—three semester hours in each of the following:

a. motor development and learning;

b. introduction to the study of exceptional children;

c. tests and measurements (physical education, or educational, or psychological); and

3. specialized coursework requirements in:

a. introducing physical education for all children with disabilities, three semester hours;

b. behavioral and educational impairment and physical education, two semester hours; plus practicum in behavioral and educational impairment and physical education, one semester hour for a total of three semester hours;

c. chronic disability and physical education, two semester hour, plus practicum in chronic disability and physical education, one semester hour for a total of three semester hours; and

d. the physical education curriculum for children with disabilities, three semester hours with prerequisite courses in 1-2 of this section.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

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HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:461 (March 2022), repromulgated LR 48:1069 (April 2022).

### §1337. Adult Education Instructor

#### A. Eligibility requirements:

1. valid standard Louisiana teaching certificate; and
2. one of the following:
  - a. five years of adult education experience prior to September 1982 implementation of certification requirements; or
  - b. 9-12 semester hours, as follows:
    - i. introduction to or foundations of adult education, three semester hours;
    - ii. practicum in adult education, three semester hours or three years of successful teaching experience in adult education: with all out-of-state experience verified as successful by the out-of-state employing authority or SEA;
    - iii. reading instruction in adult education, three semester hours; and
    - iv. three semester hours from the following areas:
      - (a). materials, methods, and/or curricular development in adult education;
      - (b). adult learning and development;
      - (c). use of community resources;
      - (d). administration and supervision of adult education;
      - (e). guidance and counseling in adult education;
      - (f). competency-based adult education; and
      - (g). independent study, special problems, or issues in adult education.

B. An individual who holds certification both as an adult education instructor and as a parish/city supervisor of instruction may qualify to serve as Administrator and/or Supervisor of Adult Education.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:461 (March 2022), repromulgated LR 48:1070 (April 2022), amended LR 50:670 (May 2024).

### §1339. Aerospace Education

#### A. Aerospace education eligibility requirements:

1. valid Louisiana teaching certificate and one of the following:
  - a. six semester credit hours in approved aerospace education; or
  - b. valid private pilot's license or higher rating and at least three semester hours of credit in an approved aerospace education workshop.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:462 (March 2022), repromulgated LR 48:1070 (April 2022).

### §1341. Algebra I

#### A. Eligibility requirements:

1. valid OS or standard, professional level 1 Louisiana teaching certificate or higher; and
2. pass the Algebra I exam.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:462 (March 2022), repromulgated LR 48:1070 (April 2022), amended LR 49:41 (January 2023).

### §1343. Bilingual Specialist

A. An elementary, secondary, or all-level certified foreign language teacher may be certified as a bilingual specialist upon completion of the following:

1. Bilingual Methods I, practical training in the teaching of language arts and social studies in a bilingual-bicultural setting, three semester hours; and
2. Bilingual Methods II, practical training in the teaching of math and science in a bilingual-bicultural setting, three semester hours.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, R.S. 17:8.5, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:462 (March 2022), repromulgated LR 48:1070 (April 2022).

### §1345. Child Search Coordinator

#### A. Eligibility requirements:

1. certification as a teacher, social worker, school counselor, school psychologist, psychologist, speech therapist, or other related special education field;
2. graduate degree from a college or university accredited in accordance with 34 CFR 602;
3. six semester hours in special education; and
4. three years of experience in the certified or licensed special education area.

B. Persons functioning as Child Search Coordinators prior to September 1, 1989, who are certified/licensed special education personnel are not bound by these requirements and will be certified, provided they are recommended for continuation of employment by the parish supervisor/director of special education and approved by the superintendent of the LEA.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:462 (March 2022),

repromulgated LR 48:1070 (April 2022), amended LR 50:670 (May 2024).

### §1347. Computer Literacy

#### A. Eligibility requirements:

1. valid OS, Level 1 or higher teaching certificate; and
2. nine semester hours of coursework in educational technology or computer science.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:462 (March 2022), repromulgated LR 48:1070 (April 2022).

### §1349. Counselor K-12 (Counselor in a School Setting)

A. Individuals holding a valid teaching certificate or professional licensure and who completed all courses and degree requirements by June 30, 2017, will have the endorsement added to certificates based upon graduate training that included 24 semester hours of professional courses distributed so that at least one course will be taken in each of the basic areas listed below:

1. Principles and Administration of School Counseling Programs;
2. Career and Lifestyle Development;
3. Individual Appraisal;
4. Counseling Theory and Practice;
5. Group Processes;
6. Human Growth and Development;
7. Social and Cultural Foundations in Counseling; and
8. Supervised Practicum in a School Setting, or three years of successful experience as a school counselor.

#### B. Eligibility requirements after June 30, 2017:

1. valid Louisiana teaching certificate;
2. completion of a standards-based graduate degree program in counseling from a college or university accredited in accordance with 34 CFR 602 approved by the Council for Accreditation of Counseling and Related Educational Program (CACREP) or candidates who completed counseling programs other than the specialty area of school counseling must complete six credit hours of school counseling courses from a CACREP-accredited program;
3. practicum/internship requirements:
  - a. complete a practicum in counseling from a CACREP-accredited program to include 100 contacts hours; and
  - b. complete an internship in counseling from a CACREP-accredited program to include 600 contact hours in a school setting; and
4. completion of the Praxis examination in school guidance and counseling.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:462 (March 2022), repromulgated LR 48:1071 (April 2022), LR 48:2102 (August 2022), amended LR 50:670 (May 2024).

### §1351. Driver and Traffic Safety Education

#### A. Eligibility requirements:

1. valid Louisiana teaching certificate;
2. valid Louisiana driver's license;
3. driving record free of conviction of major accidents and/or repeated traffic violations; and
4. specialized education, as follows:
  - a. general safety education, three semester hours of basic safety information for home, school, traffic, community, and industrial safety, and general information on the psychology of accident prevention;
  - b. basic information course in driver education, three semester hours of investigation of problems facing drivers, such as those of pedestrians, cycles, alcohol and drugs, and traffic engineering, and study in the philosophy of driver education in our society; and
  - c. curricular innovations and instructional devices, three semester hours of in-depth study of driver education and traffic safety curricular materials and familiarization with related instructional devices.

B. Conviction of repeated traffic violations or any major crime or accident involved in or related to the operation of a motor vehicle may result in revocation of this endorsement.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:463 (March 2022), repromulgated LR 48:1071 (April 2022).

### §1353. Educational Diagnostician (Special Education)

#### A. Eligibility requirements:

1. a minimum of a graduate degree in education earned from an institution of higher education accredited in accordance with 34 CFR 602;
2. hold a valid Type B or Level 2 Louisiana teaching certificate, and meet one of the following guidelines:
  - a. hold generic special education certification, with at least one year of classroom teaching experience in a properly certified area of special education; and
  - b. hold certification in at least two special education disability areas, with at least one year of teaching experience in a properly certified area of special education, noting that academically gifted is not an accepted special education area;
3. reading credit, as follows:
  - a. elementary/middle grades majors: six semester hours in diagnosis and remediation of reading problems with

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three semester hours that may be undergraduate coursework;  
or

b. secondary/all-level majors: nine semester hours of reading coursework, with six of the semester hours in diagnosis and remediation of reading problems and three of the semester hours in foundations of reading with three semester hours that may be undergraduate coursework;

4. have completed a minimum of 21 semester hours of graduate credit, as follows:

- a. applied learning theory, three semester hours;
- b. behavioral intervention strategies, including systematic behavioral assessment which must include 25 child contact hours, three semester hours;
- c. consulting teacher strategies, three semester hours;
- d. precision assessment and diagnostic/prescriptive strategies, three semester hours;
- e. test theory, three semester hours;
- f. educational diagnosis, three semester hours; and
- g. supervised internship, to include 100 child contact clock hours in fieldwork involving the administration, scoring, and interpretation of norm-referenced and criterion-referenced individual educational tests, working with School Building Level Committees, teacher consultation, and implications for educational intervention through the development of the individualized assessment/intervention plan, three semester hours, and may be completed while employed on a provisional endorsement.

**B. Provisional Educational Diagnostician.** A one year provisional endorsement as an Educational Diagnostician may be issued if all requirements have been completed, with the exception of the 100-contact-hour internship. The intern employed on a provisional endorsement must work under a certified Educational Diagnostician who has a minimum of five years of field experience in that position. At the time of employment, the Louisiana employing authority must submit verification of the supervision component. Until the internship is completed and the provisional status is removed from the intern certificate, the supervising Educational Diagnostician shall sign all reports and evaluations involving the intern.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:463 (March 2022), repromulgated LR 48:1071 (April 2022).

### §1355. Educational Technology Areas

#### A. Educational Technology Facilitation

##### 1. Eligibility requirements:

a. valid Type B or Level 2 Louisiana teaching certificate and three years of teaching experience; and

b. complete a minimum of nine semester hours, three semester hours per course, of graduate credit in educational technology as follows:

(i). design and development of multimedia instructional units;

(ii). educational telecommunications, networks, and the internet; and

(iii). technology leadership in schools.

#### B. Educational Technology Leadership

##### 1. Eligibility requirements:

a. valid Type A or Level 3 Louisiana teaching certificate and five years of teaching experience;

b. graduate degree from a institution of higher education accredited in accordance with 34 CFR 602; and

c. minimum of 21 semester hours of graduate credit, as follows:

i. education technology coursework, nine semester hours:

(a). design and development of multimedia instructional units;

(b). educational telecommunications, networks, and the internet; and

(c). technology leadership in schools;

ii. educational technology leadership coursework, 12 semester hours:

(a). technology planning and administration;

(b). professional development for K-12 technology integration;

(c). educational technology research, evaluation, and assessment; and

(d). advanced telecommunications and distance education.

##### C. Online Instruction eligibility requirements:

1. Valid type B or level 2 Louisiana teaching certificate (requires three years of teaching experience) or equivalent out-of-state teaching certificate; and

2. Complete an online course or combination of online courses focused on the following topics:

a. best practices in online course delivery;

b. facilitation skills that foster reflective discussions in an online learning environment;

c. effective strategies for assessing learning in the online environment;

d. techniques for using online tools to address student learning needs;

e. asynchronous discussion and online course-authoring tools; and



f. ethical and legal issues related to the use of online resources; and

3. Complete an online teaching intern experience of at least one semester in length or successfully serve as an instructor/facilitator of an online course for at least six weeks in length.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:463 (March 2022), repromulgated LR 48:1072 (April 2022), amended LR 50:671 (May 2024).

### §1357. Elementary Mathematics Specialist

A. In January 2010 the Association of Mathematics Teacher Educators (AMTE) adopted standards for elementary math specialists. These standards are included in *Standards for Elementary Math Specialists: A Reference for Teacher Credentialing and Degree Programs* and serve as the basis for the elementary mathematics specialist certification.

B. This certification will be available to individuals holding a valid early childhood certificate in PK-K or PK-3, elementary certificate in grade levels 1-4, 1-5, 1-6, or 1-8), or middle school mathematics certificate in grade levels 4-8, 5-8, or 6-8, or a secondary mathematics certificate in grade levels 6-12 or 7-12. The following must be achieved:

1. three years of successful teaching experience to include the teaching of mathematics with all out-of-state experience verified as successful by the out-of-state employing authority or SEA;

2. completion of 21 graduate hours of coursework reflective of the Specialized Mathematics Content for Teaching as outlined in the AMTE standards. The 21 graduate hours include:

- a. three semester hours of number and operations;
- b. three semester hours of algebra and functions;
- c. three semester hours of geometry and measurement;
- d. three semester hours of data analysis and probability;
- e. three semester hours in mathematics pedagogical content knowledge which must include learners and learning, teaching, curriculum, and assessment;
- f. three semester hours of leadership which must cover leadership knowledge and skills; and
- g. a three semester hour practicum to include leadership challenges and issues which mathematics leaders encounter. Candidates complete thirty-five hours of field experience shadowing a mathematics specialist and/or completing job-like activities in addition to participating in various projects, readings, and discussions as a member of a class.

C. A teacher certified to teach in any range of grades for PreK-6 may be the math teacher of record and assign grades to students in the grade levels certified. A secondary certified math teacher is allowed to teach math in grade levels 6-12 and/or serve as a math coach in grades PK-6. The EMS endorsement can be used to verify specialized knowledge in mathematics.

D. Valid for serving as an instructional coach in mathematics in grades PK-6.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:464 (March 2022), repromulgated LR 48:1072 (April 2022).

### §1359. English as a Second Language

A. Eligibility requirements:

1. valid standard professional level teaching certificate; and

2. successful completion of the following coursework:

a. Methods for Teaching English as a Second Language, three semester hours in theories and practical approaches and techniques for teaching English as a second language to elementary, secondary, and adult education students;

b. Introduction to Language and Culture, three semester hours in the relationship of language acquisition to social and cognitive development;

c. Structure of the English Language, three semester hours in the distinctive sound patterns and grammatical systems of American English; and

d. Curriculum Design for the Multicultural Classroom, three semester hours in adapting curricula for the multi-ethnic classroom as well as a review of existing English as a second language materials for elementary, secondary, and adult education levels.

B. English as a Second Language certification will be valid only in the teaching area(s) in which an individual is certified and in teaching English as a Second Language I, II, III, and IV elective courses.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:464 (March 2022), repromulgated LR 48:1073 (April 2022), amended LR 50:670 (May 2024).

### §1360. Geometry

A. Eligibility requirements:

1. valid OS or standard, professional level Louisiana teaching certificate or higher; and

2. pass the Geometry content exam.

AUTHORITY NOTE Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:2102 (August 2022), LR 48:2731 (November 2022), amended LR 50:671 (May 2024).

### §1361. Instructional Coaching

#### A. Eligibility Requirements:

1. Valid Type B, Level 2, or higher Louisiana teaching certificate; and
2. Completion of 12 graduate hours to include the following areas:
  - a. advancing teacher leadership institute, three semester hours;
  - b. promoting instructional coaching institute, three semester hours;
  - c. school improvement and research, three semester hours; and
  - d. internship, three semester hours in which university and school districts collaborate to ensure meaningful and practical experiences in actual school settings during the course of the educational leadership program.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:465 (March 2022), repromulgated LR 48:1073 (April 2022), amended LR 50:671 (May 2024).

### §1363. Montessori Teacher Certification

A. A credential to teach Montessori at the levels prescribed by the training institution may be added to a standard teaching certificate for teachers who have completed training from one of the following entities:

1. American Montessori Society;
2. Association Montessori Internationale;
3. St. Nicholas Training Course of London;
4. The Montessori World Educational Institute;
6. Southwestern Montessori Training Center;
7. International Montessori Council;
8. any other course jointly approved by BESE and the Louisiana Montessori Association.
9. any program accredited by the Montessori Accreditation Council for Teacher Education.

#### B. Eligibility Requirements.

1. Class C Montessori endorsement: successfully complete training from an approved provider listed in this Section.
2. Class B Montessori endorsement: requirements of Class C and have at least one year of effective teaching experience in a Montessori school, verified in accordance with §103 of this Part.

3. Class A Montessori endorsement: requirements of Class B and a bachelor's degree from a college or university accredited in accordance with 34 CFR 602.

C. Beginning January 1, 2025, applicants must earn the required number of semester hours or contact hour equivalent in the teaching of reading and literacy in alignment with the science of reading competencies for certification as follows:

1. Birth-K, PK-3, or grades 1-5: 9 semester hours.
2. Middle grades: 6 semester hours.
3. Secondary 6-12 content area or all-level K-12 areas: 3 semester hours.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:465 (March 2022), repromulgated LR 48:1073 (April 2022), amended LR 51:277 (February 2025).

### §1365. Reading Specialist

A. This certification is valid for teaching and/or supervision of reading in grade levels 1-12.

#### B. Eligibility requirements:

1. valid Type B or Level 2 Louisiana teaching certificate;
2. advanced degree from an institution accredited in accordance with 34 CFR 602; and
3. included in or beyond the advanced degree of study must be 12 graduate hours of coursework in reading education, including:
  - a. three semester hours of foundations or survey of reading instruction;
  - b. six semester hours of diagnosis and correction of reading difficulties, including a testing/tutorial practicum under the supervision of qualified personnel; and
  - c. three semester hours of reading in the content areas.

C. Beginning September 1, 2024, an applicant shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:465 (March 2022), repromulgated LR 48:1073 (April 2022), amended LR 50:671 (May 2024).

### §1367. School Librarian

#### A. School library service eligibility requirements:

1. valid OS, type C, level 1, or higher Louisiana teaching certificate;
2. 18 semester hours in library science, as follows:

- a. elementary and/or secondary school library materials, nine semester hours;
  - b. organization, administration, and interpretation of elementary and/or secondary school library service, six semester hours; and
  - c. elementary and/or secondary school library practice, three semester hours; or three years of successful experience as a school librarian, verified in accordance with §505 of this Part; or
3. graduate degree in library science from an institution accredited in accordance with 34 CFR 602 and a passing score on the Praxis library examination.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:465 (March 2022), repromulgated LR 48:1074 (April 2022), amended LR 50:671 (May 2024).

### **§1369. Mentor Teacher**

A. A certification to serve as a mentor of undergraduate or post-baccalaureate teacher residents may be added to a standard professional level teaching certificate for teachers meeting the eligibility requirements.

B. Eligibility requirements. Successfully complete a BESE-approved mentor teacher training program and earn a passing score on the Louisiana mentor teacher assessment series.

C. Individuals who successfully complete LDE mentor teacher training from November 1, 2017 through July 31, 2020, are eligible for the mentor teacher add-on endorsement after passing the Louisiana mentor teacher assessment series.

D. Individuals who hold National Board certification are eligible for mentor teacher add-on endorsement after passing the coaching-related components of the Louisiana mentor teacher assessment series.

E. Individuals who hold or are eligible to hold a Louisiana Administrative or Supervisory Credential as listed in Chapter 15 of this Part may apply for the Mentor Teacher add-on endorsement, and allows the eligible individual to serve as a mentor of undergraduate or post-baccalaureate teacher residents without meeting the eligibility requirements for a mentor teacher endorsement outlined in §1369 of this Part.

F. Individuals who currently hold a valid National Institute for Excellence in Training (NIET) Teacher Evaluator Training Certification may apply for the Mentor Teacher add-on endorsement, and allows the individual eligible to serve as a mentor of undergraduate or post-baccalaureate teacher residents without meeting the eligibility requirements for a mentor teacher endorsement outlined in §1369 of this Part.

G. Certified CLASS® observers may apply for the mentor teacher add-on endorsement, which qualifies the individual to serve as a mentor of undergraduate or post-

baccalaureate residents without meeting the eligibility requirements for a mentor teacher endorsement outlined in this Section.

H. Individuals who currently hold Louisiana Educator Evaluator certification may apply for the mentor certification, which makes the individual eligible to serve as a mentor of undergraduate or post-baccalaureate teacher residents.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6(A)(10), (11), and (15), R.S. 17:7(6), R.S. 17:10, R.S. 17:22(6), R.S. 17:391.1-391.10, and R.S. 17:411.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:465 (March 2022), repromulgated LR 48:1074 (April 2022), amended LR 50:671 (May 2024), LR 50:1150 (August 2024).

### **§1371. Content Leader**

A. The content leader endorsement is an optional endorsement that districts may require.

B. Eligibility requirements for the content leader endorsement:

1. successfully complete a BESE-approved content leader training program; and
2. earn a passing score on the Louisiana content leader assessment series in §303 of this Part).

C. Individuals who have successfully completed LDOE content leader training from November 1, 2017, through July 31, 2020, in accordance with Subsection B of this Section, are eligible for content leader certification.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:466 (March 2022), repromulgated LR 48:1074 (April 2022), amended LR 50:671 (May 2024).

### **§1373. Computer Science and STEM Grades K-5 Specialty Content Area**

A. Eligibility Requirements. A candidate must:

1. hold a valid OS, Level 1, or higher teaching certificate;
2. earn a passing score for Praxis—Principles of Learning and Teaching K-6 exam;
3. complete nine semester hours in the teaching of reading and literacy, or other literacy options as outlined in §1301 of this Chapter in alignment with the literacy foundations competencies, and
4. one of the following:
  - a. pass the STEM for the Elementary Grades Praxis exam;
  - b. earn 21 credit hours in computer science and STEM content with a minimum of 3 semester hours in computer science or educational technology; or

c. successfully complete a BESE-approved micro-credential Computer Science and STEM Grades K-5 training program.

B. An applicant applying for certification to teach kindergarten through third grade shall pass the BESE-approved Teaching of Reading: Elementary or Teaching of Reading: Elementary Subtest exam in accordance with §303 of this Part.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 51:277 (February 2025).

### §1375. Certification Designations

A. Designations may be added to a teaching certificate to recognize additional work completed, such as additional coursework, fellowships, department initiatives, or other professional learning approved by LDOE.

B. For a Master's Degree Plus 30 Graduate Hours designation, thirty semester hours in excess of the coursework necessary to award the first Master's degree are required. All coursework must be completed at the graduate level from a college or university accredited in accordance with 34 CFR 602 with a letter grade of "C" or better and be verified on official transcripts. Undergraduate-level coursework will not be accepted.

C. Eligibility Requirements.

1. hold a valid certificate appropriate to the credential; and

2. submit documentation of additional coursework, participation in professional development, fellowship, or other initiatives approved by LDOE.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 51:278 (February 2025).

## Chapter 15. Administrative and Supervisory Credentials

### §1501. Overview

A. An individual who serves as an administrator and/or supervisor in Louisiana schools is required to obtain the appropriate credential for the area of assignment. A teacher already certified in Louisiana may have an educational leader certificate issued to provide administrative or supervisory services in a Louisiana school system.

B. This Chapter is divided into three parts, as follows:

1. educational leadership certification structure;
2. administrative and supervisory endorsements that were superseded by the educational leadership certification structure; and
3. all other supervisory endorsements.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:466 (March 2022), repromulgated LR 48:1074 (April 2022).

## Subchapter A. The Educational Leadership Certificate

### §1503. Introduction

A. The educational leadership certification structure provides for four levels of leader certification: teacher leader; educational leader level 1; educational leader level 2; and educational leader level 3. The teacher leader certificate is an option for a teacher to be identified as a teacher leader and is not a state required credential for a specific administrative position. The educational leader level 1 certificate is an entry-level certificate for individuals seeking to qualify for school and/or district leadership positions such as assistant principals, principals, parish or city supervisors of instruction, supervisors of child welfare and attendance, special education supervisors, or comparable school/district leader positions. An individual advances from a level 1 to a level 2 certificate after successfully meeting standards of effectiveness for three years pursuant to Bulletin 130 and R.S. 17:3902, and completing the required years of experience. The level 3 certificate qualifies an individual for employment as a district assistant superintendent or superintendent. The LDOE will issue a letter of eligibility for an EDL certificate to requesting educators not currently serving in an educational leadership role.

B. Educational leadership preparation programs and induction programs must be aligned with state and national standards in accordance with LAC 28:CXXXVII.301 in Bulletin 125.

C. Medical Excuse and Exceptions. Exceptions to policy will be considered in the case of serious medical condition or unavailability of required coursework or exams, when not in violation of law. When serious medical problems of the teacher or immediate family exist, a doctor statement is required with a letter of assurance from the teacher that the unmet policy requirements will be completed within a specified time period, as determined by the LDOE. The final authority for approval and policy flexibility is at the discretion of the LDOE.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:466 (March 2022), repromulgated LR 48:1074 (April 2022), amended LR 50:672 (May 2024).

### §1505. Educational Leader Certificate Level 1 (EDL 1)

A. The EDL 1 certificate is needed for school and district educational leadership positions such as assistant principal, principal, parish or city supervisor of instruction, supervisor of child welfare and attendance, special education supervisor, or comparable school/district leader positions. The EDL certificate is issued upon the request of the LEA upon employment to serve as an educational leader. An EDL

1 certificate may be obtained through either a graduate degree pathway or through one of three alternate pathways.

1. Graduate Degree Pathway. To receive an entry-level EDL 1, the candidate must:

a. hold or be eligible to hold a Louisiana type B or level 2 teaching certificate or have a comparable level out-of-state teaching certificate and three years of teaching experience, with all out-of-state experience verified as successful by the out-of-state employing authority or SEA;

b. complete a competency-based graduate degree preparation program in the area of educational leadership from an institution of higher education accredited in accordance with 34 CFR 602, which may be inclusive of BESE-approved mentor teacher or content leader training;

i. If the graduate degree program was not in Educational Leadership then a letter from the dean of education or the dean of the graduate school will be considered and must be submitted verifying that the master's degree program is aligned with the National Policy Board for Educational Administration's Professional Standards for Educational Leaders (PSEL). The final authority for approval is at the discretion of the LDE; and

c. have a passing score on the BESE approved school leaders licensure assessment, in accordance with state requirements.

2. Alternate Pathway 1. The alternate pathway 1 is for individuals who already hold a graduate degree and seek issuance of an EDL 1. The candidate must:

a. hold or be eligible to hold a Louisiana type B or level 2 teaching certificate or have a comparable level out-of-state teaching certificate and three years of teaching experience with all out-of-state experience verified as successful by the out-of-state employing authority or SEA;

b. have previously completed a graduate degree program from an institution of higher education accredited in accordance with 34 CFR 602;

c. meet competency-based requirements, as demonstrated by completion of an individualized program of educational leadership from an institution of higher education accredited in accordance with 34 CFR 602 developed based on a screening of candidate competencies upon entering into a graduate alternative certification program and service as a mentor teacher, content leader, or BESE-approved mentor teacher or content leader training may fulfill a maximum of 40 percent of an individualized program; and

d. earn a passing score on the BESE approved school leaders licensure assessment in accordance with state requirements.

3. Alternate Pathway 2. The alternate pathway 2 is for individuals who already hold a graduate degree in education and seek issuance of an EDL 1. The candidate must:

a. hold or be eligible to hold, a Louisiana type B or level 2 teaching certificate or have a comparable level out-

of-state teaching certificate and three years of teaching experience with all out-of-state experience verified as successful by the out-of-state employing authority or SEA;

b. have previously completed a graduate degree program in education from an institution of higher education accredited in accordance with 34 CFR 602;

c. provide documented evidence of leadership experiences of 240 clock hours or more aligned with performance expectations as listed in LAC 28:CXLVI (*Bulletin 146*) at the school and/or district level; and

d. have a passing score on the BESE approved school leaders licensure assessment in accordance with state requirements.

e. service as a mentor teacher or content leader is limited to a combined total of 100 clock hours.

4. Alternate Pathway 3. The alternate pathway 3 is for persons who already hold a baccalaureate degree from an institution of higher education accredited in accordance with 34 CFR 602 and are seeking to receive an EDL 1 through a competency-based educational leader practitioner (residency) program found in LAC 28:XLV (*Bulletin 996, Chapter 7*). The candidate must:

a. hold, or be eligible to hold, a Louisiana type B or level 2 teaching certificate or have a comparable level out-of-state teaching certificate and three years of teaching experience with all out-of-state experience verified as successful by the out-of-state employing authority or SEA;

b. demonstrate strong knowledge of instruction through a rigorous screening process by an approved program provider;

c. complete a competency-based educational leader practitioner/residency preparation program in the area of educational leadership from a non-university provider or an institution of higher education accredited in accordance with 34 CFR 602 with service as a mentor teacher, content leader, or BESE-approved mentor teacher or content leader training allowed fulfill a maximum of 40 percent of the competency-based program; and

d. have a passing score on the BESE approved school leaders licensure assessment in accordance with state requirements.

5. Alternate Pathway 4—School Level Leader. The alternate pathway 4 is for individuals who hold an advanced degree or certain military experience and seek issuance of an EDL 1. The candidate must:

a. complete the education leader training coordinated by LDOE, earn a passing score on the BESE-approved school leaders licensure assessment in accordance with state requirements, and

b. hold a graduate degree in public administration, business administration, or a juris doctorate degree, or have been a commissioned officer of the United States military who has been honorably discharged with a pay grade O-3 or higher.

c. be paired with an experienced school leader within the district who can act as a mentor, upon employment as a school leader; and

d. include in the school instructional leadership team an individual who holds at least a master's degree in education.

e. For Alternate Pathway 4 only, the certificate is a five-year, non-renewable certificate. If a candidate is not otherwise eligible for advancement to the EDL 2 in accordance with §1507 of this Chapter, the certificate may be advanced to the EDL 2 upon the educational leader successfully meeting the standards of effectiveness for five years as a school leader, in accordance with §103 of this Part.

#### B. EDL 1 Extensions.

1. An EDL 1 is valid for three years initially and may be extended thereafter for a period of one year at the request of an LEA. EDL 1 certificates are limited to two such extensions.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6(A)(10), (11), and (15), R.S. 17:7(6), R.S. 17:10, R.S. 17:22(6), R.S. 17:391.1-391.10, and R.S. 17:411.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:466 (March 2022), repromulgated LR 48:1075 (April 2022), LR 48:2102 (August 2022), amended LR 50:672 (May 2024), LR 50:974 (July 2024), LR 51:278 (February 2025).

#### §1507. Educational Leader Certificate Level 2 (EDL 2)

A. To receive an EDL 2, the individual must:

1. hold or be eligible to hold a EDL 1 certificate, Louisiana provisional principal certification, OSP2, or comparable level out-of-state educational leader certificate;

2. have three years of successful teaching experience;

3. if applicable, have all out-of-state experience verified as successful by the out-of-state employing authority or SEA;

4. meet the standards of effectiveness as an educational leader for three years in accordance with §303 of this Part.

5. for individuals who are employed in a leadership capacity at the district level, earn effective ratings per local personnel evaluations for three years.

B. **Renewal Requirements.** An EDL 2 is valid for five years initially and may be renewed thereafter for a period of five years at the request of an LEA. For renewal of EDL 2 certificate. Individuals who are employed in a leadership capacity must successfully meet the standards of effectiveness as a leader, in accordance with §103 of this part, for at least three years during the five-year initial or renewal period.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:467 (March 2022),

repromulgated LR 48:1076 (April 2022), amended LR 50:672 (May 2024).

#### §1509. Educational Leader Certificate Level 3 (EDL 3)

A. This certificate is required in order to serve as a school system superintendent or assistant superintendent.

1. Eligibility requirements:

a. hold or be eligible to hold an EDL 2 or one of the Louisiana administrative/supervisory certifications that preceded the educational leadership certification structure;

b. three years of successful teaching experience;

c. five years of successful administrative or management experience in education at the level of assistant principal or above with assistant principal experience limited to a maximum of two years of the five years of experience with all out-of-state experience verified as successful by the out-of-state employing authority or SEA; and

d. earn passing score on the BESE approved school superintendent assessment, in accordance with state requirements.

B. **Renewal Requirements.** An EDL 3 is valid for five years initially and may be renewed thereafter for a period of five years at the request of an LEA. Individuals who are employed in a leadership capacity must successfully meet the standards of effectiveness as a leader, in accordance with §103 of this Part, for at least three years during the five-year initial or renewal period.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:468 (March 2022), repromulgated LR 48:1076 (April 2022), LR 50:672 (May 2024).

#### §1511. Non-Practicing Status for Educational Leader Certificates

A. In order to retain evaluation ratings toward certification renewal, the LDE may grant non-practicing status to any educational leader who applies after ceasing employment with the LEA in accordance with §505 of this Part.

B. The first date an educational leader may enter into non-practicing is August 1, 2012.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:468 (March 2022), repromulgated LR 48:1077 (April 2022).

#### §1513. Teacher Leader Endorsement (Optional)

A. As part of the educational leader certification structure a teacher may become certified as a teacher leader that allows principals the opportunity to provide leadership experiences to teachers at the school level and recruit potential educational leader candidates for school districts. Teacher leader is the certification needed by those who fill school site leadership roles such as serving as a school curriculum coordinator, chairperson or content teacher, the

school improvement team chairperson, the lead teacher in developing and scheduling a special activity at the school site, or the lead teacher in the school preparation for a technical assistance visit.

**B. Eligibility requirements:**

1. valid type B, level 2, or higher Louisiana teaching certificate;

2. completion of a state-approved teacher leader program that requires, at minimum, the equivalent of six graduate hours, or 90 contact hours, including a combination of face-to-face and field-based professional development activities that:

- a. may include the use of a cohort approach;
- b. provides support from and monitoring by current outstanding administrators serving as mentors and/or facilitators;
- c. includes an electronic component of online and/or compressed video to ensure participant access to key resources and to build a statewide network of qualified administrator candidates that could include the development of cohorts; and
- d. requires the development and presentation of a culminating portfolio that provides evidence that knowledge gained and skills acquired are aligned with national and state leader standards.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:468 (March 2022), repromulgated LR 48:1077 (April 2022).

**§1515. Local Education Agency Appeal**

A. If an educational leader evaluation demonstrates that the standards of effectiveness, as determined by BESE, have been met, using value-added data or other components of the evaluation, for three years during the initial certification or renewal process, a certificate shall be issued or renewed unless the LDE or BESE receives evidence from the LEA that justifies discontinuation.

B. Similarly, if an educational leader evaluation demonstrates that the standards of effectiveness, as determined by BESE, have not been met, using either value-added data or other components of the evaluation, for three years during the initial certification or renewal process, the LDE/BESE shall not issue or renew a certificate unless evidence of effectiveness is received from the LEA that justifies the issuance of a certificate.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, R.S. 17:3902., and R.S. 17:3886.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:468 (March 2022), repromulgated LR 48:1077 (April 2022).

## Subchapter B. Out-of-State Administrative Certification Structure

**§1519. Out-of-State Principal Level 1 (OSP1)**

A. This is a five year, non-renewable Louisiana certificate issued to an individual who holds comparable out-of-state certification as a principal or educational leader, authorizes the individual to serve as a principal or assistant principal in a Louisiana school system, and is issued upon employment as a principal or assistant principal in a Louisiana school system.

**1. Eligibility requirements:**

a. a valid out-of-state certificate as a principal or comparable educational leader certificate;

b. applicants holding an out-of-state certificate that is not valid must have served successfully as an assistant principal or principal for at least one year within the five year period immediately preceding first employment in Louisiana, as verified by the out-of-state employing authority or SEA. An applicant who has not served successfully as an assistant principal or principal for at least one year within the five year period immediately preceding first employment in Louisiana may be issued a one-year non-renewable OSP certificate.

c. Applicants issued the one year OSP certificate must meet the standards of effectiveness in accordance with §103 of this Part for issuance of a five-year non-renewable OSP 1 certificate.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:469 (March 2022), repromulgated LR 48:1077 (April 2022), amended LR 51:278 (February 2025).

**§1521. Out-of-State Principal Level 2 (OSP2)**

A. An out-of-state principal level 2 (OSP2) is valid for five years initially and may be extended thereafter for a period of five years at the request of an LEA.

**1. Eligibility requirements:**

a. hold or be eligible to hold an OSP1 certificate;

b. completion of Louisiana PRAXIS requirements for school leaders or qualify for exam exclusion in accordance with R.S. 17:8.4(A)(3) by fulfilling a minimum of four years of successful experience as a principal in another state, as verified by the out-of-state employing authority or SEA; and

c. a minimum of three years of successful experience as a principal or assistant principal verified in accordance with §103 of this Part.

B. **Renewal Requirements.** Individuals who are employed in a leadership capacity must meet the standards of effectiveness as an educational leader, in accordance with §103 of this Part, during the validity period of the OSP2

certificate for at three years during the five-year initial or renewal.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:469 (March 2022), repromulgated LR 48:1078 (April 2022), amended LR 50:673 (May 2024), LR 51:278 (February 2025).

### **§1523. Out-of-State Superintendent (OSS)**

A. The out-of-state superintendent (OSS) certificate is valid only for the employing Louisiana public school district requesting issuance, is valid for five years from date of first appointment as a superintendent, and is renewable every five years.

#### 1. Eligibility requirements:

- a. employment by a Louisiana public school system to serve as a superintendent or an assistant superintendent;
- b. a certificate from another state with authorization to serve as a school superintendent;
- c. a graduate degree from an institution of higher education accredited in accordance with 34 CFR 602;
- d. five years of successful administrative or management experience in education at the level of assistant principal or above with assistant principal experience limited to a maximum of two years of experience in that position;
- e. three years of successful teaching experience with all out-of-state experience verified as successful by the out-of-state employing authority or SEA; and
- f. earn a passing score on the Louisiana Praxis exam for school superintendents.

2. **Renewal Requirements.** Individuals must earn effective ratings per local personnel evaluations as a leader for at least three years during the five-year initial or renewal period.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:470 (March 2022), repromulgated LR 48:1078 (April 2022), amended LR 50:673 (May 2024), LR 51:279 (February 2025).

## **Subchapter C. Administrative and Supervisory Endorsements**

### **§1525. Introduction**

A. Effective June 30, 2006, universities cannot admit candidates into a leadership/administration program that has not undergone the redesign and review process. Individuals who have completed all courses, testing requirements, and degree requirements under the position specific policy prior to 12/31/08 have until 12/31/2013 to accrue the five years of experience for the administrative certifications listed below:

1. elementary school principal;
2. secondary school principal;

3. parish or city school superintendent;
4. parish or city school supervisor of instruction;
5. parish or city school supervisor/director of special education;
6. special school principal; or
7. supervisor of child welfare and attendance.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:470 (March 2022), repromulgated LR 48:1078 (April 2022).

### **§1527. Elementary School Principal**

#### A. Eligibility requirements:

1. valid Type A or Level 3 Louisiana teaching certificate for the elementary school;
2. graduate degree from an institution of higher education accredited in accordance with 34 CFR 602;
3. five or more years of classroom teaching at elementary school level;
4. score of 620 on the Educational Administration and Supervision Area Exam of the NTE;
5. minimum of 30 semester hours of graduate credit, as follows:
  - a. educational administration and instructional supervision, nine semester hours:
    - i. foundations of or introduction to educational administration, or theory of educational administration;
    - ii. elementary school principal; and
    - iii. principles of instructional supervision in the elementary school;
  - b. professional education, 21 semester hours:
    - i. eighteen semester hours of three each:
      - (a). educational research;
      - (b). history or philosophy of education;
      - (c). elementary school curriculum;
      - (d). school law;
      - (e). school finance; and
      - (f). school personnel administration; and
    - ii. three semester hours of educational administration electives to be selected from the following:
      - (a). school-community relations;
      - (b). school facilities; or
      - (c). program development and evaluation in either professional education or in areas outside of professional education.



B. Individuals who meet requirements of Item A above are eligible for a provisional elementary school principal endorsement. Upon employment as a principal or assistant principal, an individual with provisional principal endorsement must enroll in the two year Principal Internship Program.

C. A regular elementary school principal endorsement will be added to the standard Type A certificate upon satisfactory completion of the two year Principal Internship Program.

D. Individuals holding provisional or regular principal endorsements at the elementary school level may serve as principal of an elementary, middle, secondary, or combination grade-level school.

E. Elementary school assistant principals are required to meet the same standards as elementary school principals.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:470 (March 2022), repromulgated LR 48:1079 (April 2022), amended LR 50:673 (May 2024).

### **§1529. Secondary School Principal**

A. Eligibility requirements:

1. valid Type A or Level 3 Louisiana teaching certificate for the secondary school;

2. graduate degree from an institution of higher education accredited in accordance with 34 CFR 602;

3. five or more years of classroom teaching at secondary school level;

4. score of 620 on the Educational Administration and Supervision Area Exam of the NTE;

5. minimum of 30 semester hours of graduate credit, as follows:

a. educational administration and instructional supervision, nine semester hours of three hours each:

i. foundations of or introduction to educational administration, or theory of educational administration;

ii. secondary school principal; and

iii. principles of instructional supervision in the secondary school;

b. professional education, 21 semester hours:

i. 18 semester hours, to include three semester hours from each of the following:

(a). educational research;

(b). history or philosophy of education;

(c). secondary school curriculum;

(d). school law;

(e). school finance;

(f). school personnel administration;

ii. three semester hours of educational administration electives to be selected from the following courses:

(a). school-community relations;

(b). school facilities; or

(c). program development and evaluation (either in professional education or in areas outside of professional education).

B. Individuals who meet the requirements of Item A above are eligible for a provisional secondary school principal endorsement. Upon employment as a principal or assistant principal, an individual with provisional principal endorsement must enroll in the two year Principal Internship Program under the auspices of the Administrative Leadership Academy.

C. A regular secondary school principal endorsement will be added to the standard Type A certificate upon satisfactory completion of the two year Principal Internship Program.

D. Persons holding provisional or regular principal endorsements at the secondary school level may serve as principal of an elementary, middle, secondary, or combination grade-level school.

E. Secondary school assistant principals are required to meet the same standards as elementary school principals.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:471 (March 2022), repromulgated LR 48:1079 (April 2022), amended LR 50:673 (May 2024).

### **§1531. Parish or City School Superintendent**

A. Eligibility requirements:

1. valid Type A or Level 3 Louisiana teaching certificate;

2. five years of successful school experience for a state, parish, or city as superintendent, assistant superintendent, supervisor of instruction, principal, or assistant principal in a State-approved system, or experience certified as equivalent to any of these by BESE or the LDE. Assistant principal experience is limited to a maximum of two years of experience in that position with all out-of-state experience verified as successful by the out-of-state employing authority or SEA;

3. graduate degree from an institution of higher education accredited in accordance with 34 CFR 602;

4. 48 semester hours of graduate credit:

a. 30 semester hours in educational administration and supervision of instruction, as follows:

i. 18 semester hours, to include three semester hours in each of the following areas:

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- (a). foundations of (introductory) educational administration; or theory of educational administration;
- (b). school law;
- (c). principles of instructional supervision (elementary or secondary);
- (d). school community relations;
- (e). secondary or elementary school principalship; and
- (f). school finance;

ii. 12 semester hours of electives in educational administration and instructional supervision from the following areas:

- (a). school facilities;
- (b). school personnel administration;
- (c). group dynamics;
- (d). office and business management;
- (e). clinical supervision or internship or practicum in educational administration or instructional supervision; and
- (f). program development and evaluation (in professional education or areas outside professional education);

5. professional education, 12 semester hours to include three semester hours in each of the following:

- a. educational research;
- b. history or philosophy of education;
- c. elementary school curriculum; and
- d. secondary school curriculum; and

6. six semester hours of electives from cognate fields outside of professional education related to educational administration and supervision in business, political science, psychology, sociology, or speech.

B. Assistant superintendents who supervise any part of the instructional program are required to meet the same standards as superintendents.

C. Assistant superintendents for non-instructional areas such as finance, management, facilities planning, and ancillary programs shall be certified as a school superintendent or meet the following requirements:

1. a minimum of five years of demonstrated successful administrative experience at a managerial level in education and/or related fields, either in the public or private sector;

2. graduate degree in educational administration, business administration, public administration, or a related area of study including, but not limited to, accounting, finance, banking, insurance, and law, from an institution of higher education accredited in accordance with 34 CFR 602;

3. responsibilities assumed by this category of administrators must be related to non-instructional programs, and experience obtained while at that level may not be used for meeting the certification requirements for superintendent.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:471 (March 2022), repromulgated LR 48:1080 (April 2022).

### §1533. Parish or City School Supervisor of Instruction

A. Eligibility requirements:

1. valid Type A or Level 3 Louisiana Teaching Certificate;

2. graduate degree from an institution of higher education accredited in accordance with 34 CFR 602; and

3. minimum of 33 semester hours of graduate credit, to include:

a. 15 semester hours in educational administration and supervision:

i. foundations and theory of educational administration (three);

ii. principles of instructional supervision (six);

iii. elementary school curriculum (three); and

iv. secondary school curriculum (three);

b. professional education, 15 semester hours:

i. educational research (three);

ii. history or philosophy of education (three);

iii. school law (three); and

iv. six semester hours of electives from instructional evaluation, statistics, testing and measurement, learning theory, or program development and evaluation in professional education or areas outside professional education; and

c. three semester hours to be selected from practicum in instructional supervision or internship in instructional supervision and internship or clinical experience as an elementary or secondary school principal or instructional supervisor may be substituted for this requirement.

B. Individuals who meet requirements of Paragraphs A.1, 2, and Subparagraph 3.a may be issued a non-renewable, non-extendable supervisor of instruction provisional certificate valid for three years.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:472 (March 2022), repromulgated LR 48:1080 (April 2022).

### §1535. Parish or City School Supervisor/Director of Special Education

#### A. Eligibility requirements:

1. valid Type A or Level 3 Louisiana teaching certificate with certification as a special education teacher;

2. five years of successful professional experience, at least three of which must have been in special education;

3. graduate degree from an institution of higher education accredited in accordance with 34 CFR 602;

4. minimum of 33 semester hours of graduate credit:

a. six semester hours of special education administration, with three semester hours in each area of special education administration that address the following competencies:

i. administration and organization of special education; and

ii. special education compliance;

b. professional education, 24 semester hours of instructional supervision, to include three semester hours in each of the following:

i. foundations and theory of educational administration;

ii. educational research;

iii. history and philosophy of education;

iv. school law;

v. school finance;

vi. curriculum;

vii. principles of instructional supervision; and

viii. three semester hours of electives to be selected from instructional evaluation, statistics, testing and measurement, learning theory, or program development and evaluation in professional education or areas outside professional education; and

c. three semester hours in either practicum in special education administration or internship in special education administration.

B. Persons who have met the requirements of Paragraphs A.1-3, three semester hours from A.4.a, and 12 semester hours from A.4.b may be issued a non-renewable, non-extendable supervisor/director of special education provisional certificate, valid for three years.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:472 (March 2022), repromulgated LR 48:1081 (April 2022).

### §1537. Special School Principal

#### A. Special school principal eligibility requirements:

1. Certification requirements for elementary or secondary school principal must be completed. The same certification standards as those required of principals apply if an individual is serving as an assistant principal;

2. graduate training in special education, including at least one course in administration/supervision of special education, and generic certification in one or more areas of exceptionalities served by that school;

3. five years of successful professional experience, at least three years of which must have been in special education; and

4. all out-of-state experience must be verified as successful by the out-of-state employing authority or SEA.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:472 (March 2022), repromulgated LR 48:1081 (April 2022).

### §1539. Supervisor of Child Welfare and Attendance and/or Visiting Teacher

#### A. Eligibility requirements:

1. valid Type A or Level 3 Louisiana teaching certificate;

2. graduate degree from an institution accredited in accordance with 34 CFR 602, including 15 semester hours of professional education at the graduate level to include three semester hours in each of the following areas:

a. principles of guidance and counseling;

b. supervision of child welfare and attendance and/or visiting teacher work;

c. school law;

d. social psychology;

e. psychology of child growth and development or human growth and development.

B. Social workers licensed under R.S. 37:2701 et seq. may be certified as visiting teachers.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:473 (March 2022), repromulgated LR 48:1081 (April 2022).

## Subchapter D. All Other Supervisory Endorsements

### §1541. Introduction

A. In addition to those areas of supervision and administration embraced within the educational leader certification structure, the following supervisory endorsements are available to candidates holding a valid Louisiana teaching certificate:

1. supervisor of school libraries;

2. supervisor of parish or city materials and media centers; and
3. supervisor of student teaching.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:473 (March 2022), repromulgated LR 48:1081 (April 2022), amended LR 50:673 (May 2024).

#### **§1543. Supervisor of School Libraries—Eligibility Requirements**

A. Supervisor of school libraries eligibility requirements:

1. valid Type A or Level 3 Louisiana certificate authorizing school library service;
2. five or more years of successful experience as a school librarian with all out-of-state experience verified as successful by the out-of-state employing authority or SEA; and
3. graduate degree in library science from an institution accredited in accordance with 34 CFR 602, including 12 semester hours of graduate training in library science and a minimum of 21 semester hours of credit in library science.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:473 (March 2022), repromulgated LR 48:1081 (April 2022), LR 48:2102 (August 2022), amended LR 50:673 (May 2024).

#### **§1545. Supervisor of Parish or City Materials and/or Media Centers**

A. Supervisor of parish or city materials and/or media centers eligibility requirements:

1. Type A or Level 3 Louisiana teaching certificate;
2. valid Type A or Level 3 Louisiana teaching certificate;
3. 15 semester hours of graduate course work in non-book media:
  - a. utilization of audiovisual materials (three);
  - b. media design and production (three);
  - c. administration of media programs (three); and
  - d. six semester hours of electives from courses such as photography, educational television, programmed instruction, media research, advanced production techniques, and communication theory.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:473 (March 2022), repromulgated LR 48:1082 (April 2022), amended LR 50:674 (May 2024).

#### **§1547. Supervisor of Student Teaching**

A. This is no longer a required endorsement that must appear on a certificate.

B. To qualify to perform this supervisory service, a teacher must meet one of the following eligibility criteria:

1. valid Type A or Level 3 Louisiana certificate in the field of the supervisory assignment;
2. valid Type B or Level 2 Louisiana certificate in the field of the supervisory assignment and successfully complete the three semester-hour course in the supervision of student teaching;
3. valid Type B or Level 2 Louisiana certificate in the field of the supervisory assignment and successfully complete assessor training through the Louisiana Teacher Assistance and Assessment Program; or
4. valid Type B or Level 2 Louisiana certificate and national board certification in the field of the supervisory assignment.

C. On September 1, 2023, the mentor teacher endorsement or ancillary certificate will replace the supervisor of student teaching certificate. The supervisor of student teaching certificate will no longer be issued effective December 31, 2020.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), 17:8.1-8.4, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:473 (March 2022), repromulgated LR 48:1082 (April 2022).

## **Chapter 17. Certification Appeal Process**

### **§1701. Overview**

A. The certification appeal process is available to an individual who has applied for certification and has been denied the requested certification due to the absence of certification requirements. The process provides such an individual the opportunity to have the appeal evaluated by the Teacher Certification Appeals Council (TCAC). TCAC will evaluate all appeals and submit a written report of decisions to BESE. The decision of the TCAC is final.

B. Pursuant to *Louisiana Revised Statute* 17:7(6)(f), TCAC shall consist of nine members, who serve four-year terms, recommended by the state superintendent of education and approved by BESE as follows. Council membership.

1. Three council members shall be college of education faculty members, each of whom shall represent a postsecondary education institution participating in both traditional and alternative certification programs. The Louisiana Association of Colleges for Teacher Education, the Louisiana Association of Independent Colleges and Universities, and the Louisiana Association of Teacher Educators shall each submit a list of three nominees. The

superintendent shall recommend one college of education faculty member from each such list.

2. Three council members shall be classroom teachers. The Associated Professional Educators of Louisiana, the Louisiana Association of Educators, and the Louisiana Federation of Teachers shall each submit a list of three nominees. The superintendent shall recommend one classroom teacher from each such list.

3. Three council members shall be certified school or system administrators. The Louisiana Association of School Executives, the Louisiana State Association of School Personnel Administrators, and the Louisiana Association of School Superintendents shall each submit a list of three nominees. The superintendent shall recommend one administrator from each such list.

4. Upon the notification of the dissolution of any association with nominating authority, BESE shall name a similar association to act as a nominating authority. The association shall submit a list of three nominees to the superintendent. The superintendent shall recommend one person from the list for approval by the board.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:3902, and R.S. 17:8.8.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:474 (March 2022), repromulgated LR 48:1082 (April 2022), LR 50:31 (January 2024).

### **§1703. Appeal Process**

A. An applicant who is denied certification but seeks an appeal based upon legitimate grounds may submit a certification appeal application to the LDE. Only an individual who has been evaluated and denied certification through the LDE is eligible to file an appeal to be considered by the TCAC. The following restrictions apply:

1. An appeal cannot be initiated until:
  - a. an applicant has submitted a complete certification application to the LDE;
  - b. the application is reviewed by a certification specialist; and
  - c. the applicant is notified the requested certification is denied.
2. An appeal application is received by the certification office within 120 days from the date that the certification request was denied.
3. Appeals will not be considered for individuals who:
  - a. lack exam requirements for initial certification or administrative certification;
  - b. lack a minimum grade point average of 2.50 for initial certification and who did not meet the conditional admittance and program requirements as outlined in R.S. 17:7.1(A)(3);
  - c. lack reading requirements per R.S. 17:7.1(A)(4)(a);

d. lack 50 percent or more of courses or preparation program requirements required for certification;

e. lack a degree; or

f. failed to meet the standards of effectiveness for three years pursuant to Bulletin 130 and R.S. 17:3902 and have not provided evidence from the local board that justifies the issuance of a certificate.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:474 (March 2022), repromulgated LR 48:1082 (April 2022), LR 48:2557 (October 2022), amended LR 50:674 (May 2024).

## **Chapter 19. Actions and Sanctions to Louisiana Educator Credentials**

### **§1901. Overview**

A. Educator credentials can be sanctioned for a conviction of certain criminal offenses, for the submission of fraudulent documentation, for professional license censure, for failure to meet the standards for effectiveness, or for participation in cheating. This chapter presents the circumstances that result in sanction, the criteria under which reinstatement or issuance may be obtained, and the circumstances under which a credential may be rescinded. Conditions and mandates for issuance and sanction outlined in this Chapter will be the same for all educator credentials issued by the Louisiana Department of Education.

B. The LDOE shall maintain and make available on the department website the identity of any person whose educator credential has been denied, suspended, or revoked for any of the following:

1. The person has been convicted of or has pled nolo contendere to a crime listed in R.S. 15:587.1(C), or any felony, even if adjudication was withheld or a pardon or expungement was granted.
2. The person has been found to have submitted fraudulent documentation to the board or the department as part of an application for a Louisiana credential.
3. The person has been found to have facilitated cheating on any state assessment as determined by the board.

C. The LDOE shall make available on the department website records regarding an individual's credential status, including period(s) of validity, sanctions, and actions. Status shall be determined by documents on file with LDOE that indicate criteria for certification have been met and verify no disqualifying factors as outlined in this Chapter.

D. An educator credential may be rescinded when the LDOE is notified that the credential was issued in violation of law or policy. The department shall notify the educator and may rescind the credential.

E. Annually, BESE shall make available on the board website a report detailing the number of appeals filed with the board for the prior calendar year, the offense upon which

the appeal is based, the disposition of each appeal, and the number of teacher certifications or other authorizations to teach issued as the result of all successful appeals.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 15:587.1, R.S. 17:6, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:1750 (July 2022), amended LR 50:1448 (October 2024).

### §1903. Definitions

*Applicant*—any person applying for a Louisiana Department of Education issued educator credential.

*Board* or *BESE*—the Board of Elementary and Secondary Education as a whole and/or any of its standing committees.

*Cheating*—as determined by the LDE in accordance with LAC 28:XI, *Bulletin 118—Statewide Assessment Standards and Practices*, a testing irregularity and/or test security violation committed by an educator in order to alter student or school assessment results in violation of Bulletin 118, LAC 28:XI.Chapter 53. The determination is made by the LDE in consultation with the LEA.

*Credential*—documentation issued by the LDE to validate educator qualifications including but not limited to certification, authorization, permit, or license.

*Convicted* or *Conviction*—any proceedings in which the accused person pleads guilty or no contest, and those proceedings that are tried and result in a judgment of guilty. Convictions also include matters that have been granted expungement and/or deferred disposition under Louisiana CCP Article 893 or 894.

*Department* or *LDOE*—the Louisiana Department of Education, may also be referenced as LDE.

*Educator*—a teacher, substitute teacher, or administrator of a public or nonpublic elementary or secondary school or school system.

*Fraudulent Document*—any paper, instrument, or other form of written or electronic text that is false, altered, or counterfeit, and that is used as a subterfuge or device to induce the issuance or reinstatement of an educator credential.

*LEA*—local education agency.

*Offense* or *Crime*—those listed in R.S. 15:587.1(C) and any felony offense whatsoever.

*Records Review*—official board procedure for consideration of an educator appeal regarding credential issuance, reinstatement, or sanction.

*Rescission*—removal of a credential, endorsement, or authorization issued in violation of law or policy. This is not considered a sanction.

*Sanction*—action or censure imposed upon educator credentials by the LDOE and/or BESE including but not

limited to denial, suspension, revocation, reprimand, investigation, or monitor.

*Teaching Authorization (TA)*—as defined in section 536 of this part, a TA is required for individuals seeking employment as an administrator, teacher, or substitute teacher in any public or nonpublic school that does not require a Louisiana teaching certificate for the employment of a teacher.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:1750 (July 2022), amended LR 50:1448 (October 2024).

### §1904. Criminal History Review for Certification

A. Effective beginning January 1, 2025, an applicant for an initial educator credential shall undergo a criminal history record check in accordance with this Section. For an applicant or recipient of an educator credential, the LDOE shall:

1. Request information from the Louisiana Bureau of Criminal Identification and Information, referred to in this Section as the “state bureau,” and the Federal Bureau of Investigation, referred to in this Section as the “federal bureau,” concerning whether the person has been arrested for, convicted of, or pled nolo contendere to any criminal offense.

2. Require and provide the procedure for the submission of a person’s fingerprints to the state bureau, and from the state bureau to the federal bureau, in a form acceptable to the state bureau.

3. Review rap backs in accordance with R.S. 15:587.1 and this Section for any person with an educator credential when the person applies to have a credential renewed, advanced, or otherwise modified.

B. An applicant for an educator credential shall submit required forms to obtain a state and federal criminal history check.

C. Beginning January 1, 2025, an application for certification renewal, advancement, or modification shall require state and federal criminal history checks for individuals for whom LDOE records do not include a state and federal criminal history check for certification purposes within the past five years.

D. The LDOE may require state and federal criminal history checks as otherwise requested.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:8.7, R.S. 17:8.9, R.S. 17:15, R.S. 15:587.1.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 50:1449 (October 2024).

### §1905. Sanction of Educator Credentials

A. Denial. An application to the LDE for initial, update, or renewal of educator credentials will be rejected in accordance with the restrictions defined in this chapter.

B. Suspension. An educator credential can be inactivated for a prescribed period of time, indefinitely, or pending further action by the board. During a period of suspension, the credential may not be updated or renewed. Expired credentials will be processed relative to future eligibility.

C. Revocation. An educator credential has been voided by board consideration and motion as mandated in statute or policy.

D. Reprimand. Formal warning noted on educator credential history.

E. Monitor. For test security violations regarding cheating, an educator will not be issued a test code and may not administer state assessments for a prescribed period of time from one to five years.

F. Sanctions, including application denial, placed upon educator credentials will be reported to the National Association of State Directors of Teacher Education and Certification (NASDTEC) Clearinghouse by the LDE, and written notification will be forwarded to the applicant, educator, local education agency, and/or BESE, as applicable.

G. Notification. Written and/or electronic communication sent upon determination of any action or sanction applied to educator credentials.

1. Written documentation will be forwarded via postal service to the last known address on file for the educator.

2. Written and/or electronic documentation will also be forwarded to any employing agency or institution that has submitted documentation as part of the application or credentialing process.

3. An educator will have 10 days to provide proof of mistaken identity or misinformation prior to official action.

H. Denials due to failure to meet the standards for effectiveness will not be reported to NASDTEC.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1751 (July 2022).

### **§1907. Reporting Requirements**

A. An LEA must notify the LDOE upon the termination, resignation, or resignation in lieu of termination of an employee who holds a Louisiana educator credential within 10 days of separation of service when the action results from:

1. conviction or plea of nolo contendere for an offense outlined in R.S. 15:587.1 or for any felony whatsoever;

2. investigation and report of test irregularity and test security violation regarding cheating.

B. Upon receipt of LEA notification, the department will provide written notice to the educator who will have 10 days to submit verification of mistaken identity or to refute the violation.

C. Information provided to the LDE or BESE via an unsolicited source may be verified and appropriate sanctions imposed. The educator will have 10 days to provide proof of mistaken identity or misinformation prior to official action.

D. If a conviction or information upon which a credential was sanctioned is reversed or overturned on appeal, documentation may be provided to the LDE and/or board for consideration.

E. The educator must provide the department and the board with any documentation that will refute the findings of the LDE or BESE review process or action.

F. Upon final conviction or plea of nolo contendere to any felony offense or any offense listed in R.S. 15:587.1(C), an individual who has an educator credential issued by the board or department shall report the fact of the conviction or plea to the LDOE within two business days, exclusive of weekends and holidays.

AUTHORITY NOTE: Promulgated in accordance with R.S. 15:587.1, R.S. 17:6, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1751 (July 2022), amended LR 50:1449 (October 2024).

### **§1909. Criminal History Reporting**

A. An existing Louisiana educator credential, even if expired, or an application for an initial educator credential shall be subject to sanction due to information contained in state and federal criminal history reporting information or other verifying documentation submitted. Criminal conviction or plea of nolo contendere, even if adjudication is withheld, will be considered for the purpose of credentials issued by the LDE and may be used to determine eligibility to hold such.

B. Court dispositions that are set aside pursuant to Articles 893 or 894 of the *Louisiana Code of Criminal Procedure*, expunged, or first offenders pardon, will be treated as convictions for the purpose of sanction.

C. Offenses committed in a jurisdiction other than Louisiana which, in the judgment of the bureau charged with responsibility for responding to the request, would constitute a crime under the provisions cited this Section and provisions listed under the federal criminal code having analogous elements of criminal and moral turpitude, will be considered for purposes of educator credentials. Federal criminal code provisions are located in title 18 of the U.S.C.A., *Crimes and Criminal Procedure*.

D. Sanction regarding a credential issued by the LDOE shall apply for the following:

1. any felony conviction; and

2. any misdemeanor or felony conviction for an offense listed in R.S. 15:587.1.

E. Misdemeanor and felony criminal convictions, or plea of nolo contendere, for an offense listed in R.S. 15:587.1 shall be referenced as prohibited convictions for which

denial, suspension, and/or revocation is mandated and issuance or reinstatement shall never be considered.

F. With the exception of convictions listed in R.S. 15:587.1, records review eligibility may be considered under the following conditions:

1. five years have passed from the date of entry of the final disposition or conviction;

2. a Louisiana and FBI criminal history background check from the Louisiana State Police is clean and clear and indicates no additional convictions, warrants, or pending charges; and

3. conditions and requirements of sentencing, including but not limited to probation or parole, have been successfully completed.

AUTHORITY NOTE: Promulgated in accordance with R.S. 15:587.1, R.S. 17:6, R.S. 17:15, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1752 (July 2022), LR 50:31 (January 2024), LR 50:1449 (October 2024).

### §1911. Submission of Fraudulent Documents

A. A Louisiana teaching credential will be denied or if currently issued will be suspended if an educator presents fraudulent documentation as part of an application for a credential to BESE or the LDOE.

B. The department will verify prior to determining that an educator has submitted fraudulent documentation as part of an application for a credential. Upon confirmation of the information, the LDOE will deny or suspend the credential pending official board action per sanction proceedings.

C. The board will make a determination based upon documentation received from the LDE and the educator regarding sanctions applicable to the educator credential.

D. Records review eligibility requirements:

1. five years have passed since the date of the relevant sanction;

2. the educator has met all credentialing criteria as verified by the LDE; and

3. the applicant must submit credential application and official copies of relevant supporting documentation in accordance with application procedures and regulations.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:7(6), R.S. 17:6, R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1753 (July 2022), amended LR 50:1449 (October 2024).

### §1913. Professional License Censure

A. Censure of a professional license includes, but is not limited to formal or documented denial, suspension, revocation, reprimand, or investigation.

B. An application for a Louisiana educator credential may be denied if the educator is found to have had a

professional credential related to the area of issuance censured by the issuing agency.

C. An existing credential, even if expired, for which license censure has been reported and verified will be suspended by the LDE and referred to BESE for review.

D. The LDE will verify prior to determining that an educator has had professional credential censured. Upon confirmation of the information, the department will notify the educator that the credential is pending official board action per revocation proceedings.

E. Records review eligibility requirements may include:

1. completion of the terms and conditions of censure;

2. attainment of the eligibility for or reinstatement of censured licensure; and

3. compliance with criminal background check provisions where censure was due to potential criminal actions.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1753 (July 2022), amended LR 50:1449 (October 2024).

### §1915. Standards for Effectiveness

A. A Louisiana educator credential shall be issued or renewed in accordance with LAC 28:CXLVII (Bulletin 130), R.S. 17:3886, and R.S. 17:3902 upon demonstration that the standards for effectiveness, as determined by the board, have been met for three years during the initial or renewal validity period of the credential.

B. A Louisiana educator credential will not be issued or renewed if the educator records demonstrate that the standards for effectiveness, as determined by the board, have not been met for three years during the validity period of the certificate unless evidence of effectiveness is received from the LEA, through a records review request, that justifies the issuance or reinstatement of a credential.

C. The local governing authority may submit records review request and supporting documentation, justifying the issuance or renewal of a credential, on behalf of an educator who has failed to meet the standards for effectiveness in accordance with LAC 28:CXLVII, *Bulletin 130—Regulations for the Evaluation and Assessment of School Personnel*.

D. Records review documentation requirements:

1. evaluation tool used to determine effectiveness or lack thereof;

2. LDE evaluation report for each year of the validity period of credential;

3. intensive assistance plan and supporting documentation; and

4. LEA and applicant letters requesting a records review and clarifying factors for consideration.



AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1753 (July 2022).

### §1917. Test Irregularities and Test Security Violations

A. A Louisiana educator credential may be sanctioned if the educator holding the credential has been found by the LDE or other governing authority to have participated in cheating as defined in §1903 of this Chapter.

B. When the LDE has determined an educator has been found to have participated in cheating, the following process will take place.

1. After an investigation has been completed by the school system, department staff will attempt to contact and inform the educator that the LDOE has information regarding participation in cheating and is proceeding under this Section to sanction the credential.

2. The educator will be notified that the certificate may be sanctioned unless the educator can provide documentation to refute having been found to have participated in cheating. This opportunity for response is intended as a check against mistaken identity or other incorrect information.

3. The educator will have 10 days to respond to LDE communication, after which sanction of the credential will proceed, as will all other steps in accordance with this Section.

4. If the department determines that an educator was found to have participated in cheating, the credential will be considered for sanction by BESE. The educator and employing school system, if applicable, will be notified that the teacher or administrator credential is pending official board action in accordance with sanction proceedings.

5. If the department subsequently determines that the educator did not participate in cheating, such action will be communicated to the board through documentation provided by the department. The board may receive such information and may order reinstatement of the certificate.

6. Individuals who have been found to have participated in cheating in the administration of standardized tests, will be reported to the National Association of State Directors of Teacher Education and Certification (NASDTEC) Clearinghouse by the LDOE. Such individuals will be notified in accordance with this Section.

7. If the investigation concludes no findings of participating in cheating and the board has taken no formal action to sanction the educator credential, the department is authorized to cease sanction proceedings.

C. Upon determination of a test irregularity and test security violation of cheating reported by an LEA, the following documentation will be presented to BESE for consideration of educator credential sanction:

1. LEA documentation:

- a. proof of test administration professional development/training;
- b. signed and dated oath of security;
- c. district testing coordinator investigation report and plan submitted to LDE within 30 days of incident;
- d. void form (if applicable); and
- e. status of employment or disciplinary action.

2. LDE documentation:

- a. LDE investigation summary;
- b. LDE written letter to educator; and
- c. educator response, or lack thereof, to determination of cheating.

D. Upon determination of a test security violation of cheating discovered during the scoring process, the following information will be presented to BESE for consideration of educator credential sanction:

1. LDE documentation:

- a. scoring contractor notice to LDE and summary of findings;
- b. summary report of review of suspected documents resulting in voided test items or scores; and
- c. written notice to LEA superintendent, district testing coordinator, and educator of results;

2. LEA documentation:

- a. proof of test administration professional development/training;
- b. signed and dated oath of security; and
- c. educator response, or lack thereof, to determination of cheating.

E. Educator credential sanctions that may be imposed by BESE include:

1. *reprimand*—formal warning noted on educator credential history;
2. *monitored*—educator will not be issued test code and may not administer state assessments for a prescribed period of time from one to five years, but credential is otherwise valid as issued;
3. suspension of credential for a prescribed period of time from one to five years; and
4. revocation of credential with consideration for records review after five years.

F. Educators whose professional records from another state include findings of cheating may be processed and sanctioned in accordance with this Section.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1753 (July 2022), amended LR 50:1450 (October 2024).

### §1919. Records Review for Appeal of Sanction

A. The board will consider an eligible request for a records review and documentation provided. The board is not required to conduct an issuance or reinstatement records review and may summarily deny a request.

B. If the board or designee decides to conduct a records review, board staff will notify the applicant of a date, time, and place when a committee of the board will consider the applicant's request. Only the written documentation provided prior to the records review will be considered. In all cases, appellants are encouraged to submit letters of recommendation from past/present employers, educator and professional references, and community leaders that evidence the character, ethics, rehabilitation, and accomplishments of the educator.

C. Submission of specific documentation is required and will be determined by the prior action or violation for which the records review is requested. BESE staff will communicate timelines and documentation requirements to appellants upon request.

D. The board reserves the right to accept or reject any document as evidence of rehabilitation and the right to determine if adequate rehabilitation has occurred and will itself determine if and when an applicant is eligible for issuance or reinstatement of an educator credential.

E. In accordance with R.S. 42:17(A)(1), the board may meet in executive session for discussion of the character, professional competence, or physical or mental health of a person.

F. The board may deny any request for issuance by any applicant who:

1. failed to disclose prior criminal convictions or expungements;
2. falsified academic records or application documents;
3. has been found to have participated in cheating in the administration of standardized tests;
4. received further criminal arrests or convictions; or
5. failed to meet the standards for effectiveness outlined in LAC 28:CXLVII, Bulletin 130.

G. The committee of the board will make a recommendation to the full board regarding whether the credential should be sanctioned, issued, reinstated, suspended for an additional period of time, revoked, or other action as determined in this Chapter.

H. The action of the board is a final decision and can only be appealed to a court of proper jurisdiction in accordance with law.

I. Provisional Approval. Educator credential may be reinstated or issued provisionally for a period of 90 days and

pending ratification by BESE via a records review process and contingent upon certain criteria.

1. In criminal cases, the felony conviction occurred more than 10 years prior with no additional convictions or repeat offenses, and the conviction does not involve violence, sex, children, or any crime outlined in R.S. 15:587.1.

2. In license censure cases, the censure determination was based upon criteria that would not invalidate a Louisiana educator credential, nor does the censure involve violence, sex, children, or any crime outlined in R.S. 15:587.1.

J. An educator meeting criteria for provisional approval will be issued a Louisiana educator credential, appropriate to the qualifications of the educator, and valid for a period of 90 days. The provisional approval is subject to ratification by the board at the next convening meeting of BESE. If a forthcoming records review is not ratified by the board, sanctions may be enforced.

AUTHORITY NOTE: Promulgated in accordance with R.S. 15:587.1, R.S. 17:6, R.S. 17:7(6), R.S. 17:8.7, R.S. 17:8.9, and R.S. 17:3902.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 48:1754 (July 2022), amended LR 50:1450 (October 2024).

## Chapter 21. State Guidelines Related to Qualifications for Paraprofessionals

### §2103. Paraprofessional Qualifications

#### A. Definition of Paraprofessional

1. For the purposes of title I, part A, a paraprofessional is an employee who provides instructional support in a program supported with title I, part A funds including paraprofessionals working in any of the following capacities:

- a. providing one-on-one tutoring if such tutoring is scheduled at a time when a student would not otherwise receive instruction from a teacher;
- b. assisting with classroom management, such as organizing instructional and other materials;
- c. providing instructional assistance in a computer laboratory;
- d. conducting parental involvement activities;
- e. providing support in a library or media enter;
- f. acting as a translator; or
- g. providing instructional support services under the direct supervision of a teacher [title I, section 1119(g)(2)].

2. Individuals functioning as interpreters or transliterators, who are providing communication assistance only and not instructional support, are not considered paraprofessionals under Title I if the individual possess one of the following educational interpreter certificates:

- a. ancillary provisional certificate; or
- b. qualified ancillary certificate.

3. Individuals who work in food services, cafeteria or playground supervision, personal care services, non-instructional computer assistance, and similar positions are not considered paraprofessionals under title I.

C. Requirements for Title I paraprofessionals. All Title I paraprofessionals hired on or before January 8, 2002, and working in a program supported with title I funds must have met the following requirements by January 8, 2006. All title I paraprofessionals hired after January 8, 2002, must meet the following requirements to be hired:

1. possess a secondary school diploma or recognized equivalent including paraprofessionals who serve as translators or who conduct parental involvement activities; and

2. satisfy one of the following:

a. pass a state approved assessment for paraprofessionals;

b. obtain an associate (or higher) degree at a higher education institution; or

c. complete two years of full-time study at an institution of higher education.

D. Louisiana Pathways for Paraprofessionals to Meet Federal Requirements. The U.S. Department of Education specifies that paraprofessionals should be able to demonstrate knowledge of and the ability to assist in instruction in the areas of reading, writing, and math, or in school readiness. Paraprofessionals are expected to have a working knowledge of the academic areas. Louisiana offers all paraprofessionals three ways to meet federal requirements.

1. State Test. A paraprofessional who passes the Educational Testing Service (ETS) para-pro assessment will meet state and federal requirements to be classified as a highly qualified paraprofessional. A paraprofessional who is not new to the profession, passes the ACT work keys assessment, and has successful observations will meet state and federal requirements to be classified as a highly qualified paraprofessional.

2. Two Years of Full-Time Study (48 Semester Credit Hours). State, district, and post-secondary education personnel collaborated in identifying course requirements for paraprofessionals within a state approved institution of higher education that would assist paraprofessionals when instructing students in the areas or reading, writing, math, and school readiness.

3. Associate Degree. State, district, and post-secondary education personnel collaborated in identifying course requirements for paraprofessionals within a state-approved institution of higher education that would assist paraprofessionals when instructing students in the areas of reading, writing, math, and school readiness.

E. State-Approved Institutions of Higher Education. State-approved higher education institutions may offer coursework to paraprofessionals. To be approved by the state, institutions must be accredited by a nationally recognized accrediting entity or granted pre-accreditation status. Newly developed public institutions that are formally seeking accreditation may obtain pre-accreditation status from the state. A list of approved institutions is available from the LDE upon request.

F. Louisiana Definition: Highly Qualified Paraprofessional

1. New to the Profession. A paraprofessional must satisfy one of the following:

a. passed the ETS para-pro assessment;

b. has 2 years of full-time study (48 semester credit hours) from the recommended list of state-approved institutions of higher education or from an institution of higher education accredited in accordance with 34 CFR 602. A total of 15 hours of general education course requirements include English composition (3), English/reading (6), and mathematics (6). For the remaining 33 hours of coursework, acceptance of credit for a course shown on a transcript from an approved higher education institution is at school district discretion in addressing the needs of the specific job; or

c. has associate of arts or associate of applied science degree from a state-approved institution of higher education or from an institution of higher education accredited in accordance with 34 CFR 602.

2. Not New to the Profession. A paraprofessional must satisfy one of the following:

a. passed the ETS para-pro assessment;

b. has 2 years of full-time study (48 semester credit hours) from the recommended list of state-approved institutions of higher education or from an institution of higher education accredited in accordance with 34 CFR 602. A total of 15 hours of general education course requirements include English composition (3), English/reading (6), and mathematics (6). For the remaining 33 hours of coursework, acceptance of credit for a course shown on a transcript from an approved higher education institution is at school district discretion in addressing the needs of the specific job;

c. has associate of arts or associate of applied science degree from a state-approved institution of higher education or from an institution of higher education accredited in accordance with 34 CFR 602; or

d. has successfully completed the ACT, Inc., work keys skills assessments and on-the-job observation.

G. Curriculum-based Pathways for Paraprofessionals. General education and teacher preparation coursework must address the K-12 state content standards, Louisiana components of effective Teaching, National Council for the Accreditation of Teacher Education (NCATE) standards, and Praxis expectations. In addition to the ETS para-pro assessment, the state specified three curriculum-based

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pathways for paraprofessionals to meet federal requirements, as follows:

1. total of 48 credit hours:
  - a. general education courses—15 semester hours:
    - i. English composition—3 hours;
    - ii. English/reading—6 hours; and
    - iii. mathematics—6 hours; and
  - b. paraprofessional courses—for the remaining 33 semester hours, acceptance of credit for a course shown on a transcript from an approved institution of higher education is at school district discretion in addressing needs of a specific job:
    - i. guidelines for prescriptive plan requiring additional coursework—school districts should consider at least three hours of reading and at least 12 hours from a list of available paraprofessional courses, as follows:
      - (a). strategies for teaching and learning;
      - (b). assessment of learning;
      - (c). classroom and behavior management; and
      - (d). addressing the needs of exceptional children;and
    - ii. discipline-specific electives may include as many as 12 hours of developmental or remedial courses;
2. associate of applied science degree—60+ credit hours:
  - a. general education courses—15 semester hours:
    - i. English composition—3 hours;
    - ii. humanities—3 hours;
    - iii. math: algebra—3 hours;
    - iv. natural sciences—3 hours; and
    - v. social and behavioral science—3 hours;
  - b. teacher preparation courses—child/adolescent development—3 hours;
  - c. paraprofessional courses—30 semester hours:
    - i. introduction to paraprofessional education—3;
    - ii. applied literacy development—3;
    - iii. strategies for teaching and learning—3;
    - iv. applied assessment of learning—3;
    - v. applied classroom behavior management—3;
    - vi. addressing the needs of exceptional children—3;
    - vii. application of computer technology—3;
    - viii. family, school, and community relations—3;
    - ix. health and safety in schools—3; and

- x. paraprofessional practicum—teaching, learning, and record keeping—3;
3. associate of arts degree—60+ credit hours:
  - a. general education courses—54 semester hours:
    - i. English composition—6 hours;
    - ii. humanities: English literature—6 hours;
    - iii. math: algebra, etc.—12 hours;
    - iv. natural sciences—15 hours;
    - v. social and behavioral science—12 hours;
    - vi. fine arts—3 hours; and
  - b. teacher preparation courses—9 hours. Select three of the following:
    - i. child/adolescent development—3 hours;
    - ii. educational psychology—3 hours; and
    - iii. multicultural/exceptional education—3 hours:
      - (a). educational technology—3 hours; or
      - (b). children's literature—3 hours.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 3902, and R.S. 17:411.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:474 (March 2022), repromulgated LR 48:1083 (April 2022).

## Chapter 23. Approved Courses to Reinstale Lapsed Certificates

### §2301. Period of Validity

A. The period of validity for a Louisiana lifetime teaching certificate is subject to the provision that the certificate holder does not allow a period of five or more consecutive calendar years of disuse to accrue, and/or the certificate is not revoked by the State Board of Elementary and Secondary Education acting in accordance with law. As applicable to certificate validity, the term disuse is defined as a period of five consecutive calendar years in which a certificated individual is not a teacher of record for at least one semester, or 90 consecutive days. If such a period of disuse occurs, the certificate has lapsed. Lapse does not apply to certificates renewable via the standards of effectiveness pursuant to Bulletin 130 and R.S. 17:3902.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:476 (March 2022), repromulgated LR 48:1085 (April 2022), LR 50:674 (May 2024).

### §2303. Reinstatement of a Lapsed Certificate

A. A lapsed certificate may be reactivated upon request of the Louisiana employing authority at the level that was attained prior to disuse for a period of five years. During the reactivated period the holder must earn effective ratings in accordance with LAC 28:CXLVII Bulletin 130, for at least

three years during the five-year reactivated period. Once three effective evaluations are earned, the certificate will be reinstated to lifetime validity. The request for reinstatement must be submitted directly to the LDOE by the Louisiana employing authority. Reinstatement does not apply to certificates renewable via the standards of effectiveness in accordance with LAC 28:CXLVII Bulletin 130.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:476 (March 2022), repromulgated LR 48:1085 (April 2022), LR 50:674 (May 2024).

### **§2307. Responsibility of the Employing Authority**

A. When a city or parish employing authority considers employment of a teacher whose certificate has lapsed or expired, the responsibility to notify the LDE is that of the employing authority.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:477 (March 2022), repromulgated LR 48:1085 (April 2022).

### **§2309. Early Childhood (PK, K, PK-3)**

A. Types of Approved Coursework to Reinstatement an Early Childhood or an Elementary Grades certificate:

1. diagnostic and prescriptive reading;
2. reading in the content area;
3. other content in reading;
4. early numeracy concepts of mathematics;
5. other content in mathematics;
6. content in English/language arts;
7. content in science;
8. content in social studies;
9. classroom and/or behavior management;
10. technology in the classroom;
11. teaching in an inclusive setting; and
12. approved literacy foundations training.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:477 (March 2022), repromulgated LR 48:1085 (April 2022), LR 48:2556 (October 2022).

### **§2311. Middle Grades (4-8, 5-8)**

A. Types of Approved Coursework to Reinstatement a Middle Grades certificate:

1. diagnostic and prescriptive reading;
2. reading in the content area;
3. other content in reading;

4. early numeracy concepts of mathematics;
5. other content in mathematics;
6. content in English/language arts;
7. content in science;
8. content in social studies;
9. content specific to subject area of certification;
10. classroom and/or behavior management;
11. technology in the classroom; and
12. teaching in an inclusive setting.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:477 (March 2022), repromulgated LR 48:1086 (April 2022).

### **§2313. Secondary (6-12, 7-12)**

A. Types of Approved Coursework to Reinstatement a Secondary certificate:

1. diagnostic and prescriptive reading;
2. reading in the content area;
3. other content in reading;
4. content specific to subject area of certification;
5. classroom and/or behavior management;
6. technology in the classroom; and
7. teaching in an inclusive setting.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:477 (March 2022), repromulgated LR 48:1086 (April 2022).

### **§2315. Special Education**

A. Types of Approved Coursework to Reinstatement a Special Education certificate:

1. diagnostic and prescriptive reading;
2. reading in the content area;
3. other content in reading;
4. early numeracy concepts of mathematics;
5. other content in mathematics;
6. content in English/language arts;
7. content in science;
8. content in social studies;
9. content specific to subject area of certification;
10. classroom and/or behavior management;
11. technology in the classroom;
12. teaching in an inclusive setting; and

## 13. vocational and transition services for students.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:477 (March 2022), repromulgated LR 48:1086 (April 2022).

**§2317. All Level (K-12)**

A. Types of approved coursework to reinstate an all-level certificate in art, dance, foreign language, health and physical education, or music:

1. content in reading;
2. content specific to subject area of certification;
3. classroom and/or behavior management;
4. technology in the classroom; and
5. teaching in an inclusive setting.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:477 (March 2022), repromulgated LR 48:1086 (April 2022).

**§2319. Ancillary Certificate**

A. Types of approved coursework to reinstate an ancillary certificate:

1. content specific to subject area of certification;
2. coursework included in a prescriptive degree program in which certificate holder is enrolled; and
3. classroom and/or behavior management.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), R.S. 17:8.1-8.3, and R.S. 17:3902.

**HISTORICAL NOTE:** Promulgated by the Board of Elementary and Secondary Education, LR 48:478 (March 2022), repromulgated LR 48:1086 (April 2022).

## Chapter 25. Definitions

**§2501. Terms**

*Accredited* (formerly *regionally accredited*)—a term used to denote the status of public recognition that a nationally recognized accrediting agency grants to an educational institution or program that meets the agency standards and requirements in accordance with 34 CFR 602. When used in this Part, *regionally accredited* shall be replaced with *accredited* in accordance with 34 CFR 602.

*Alternate Teacher Preparation Program*—a pathway for candidates with a minimum of a baccalaureate degree earned at an institution accredited in accordance with 34 CFR 602 which combines professional knowledge with field experiences, including a one-year supervised internship in a school setting. For admission to an alternate program, applicants must demonstrate content mastery.

*Ancillary Certificate*—a type of Louisiana certificate that allows a qualified person who is not a certified teacher to provide services in a school setting.

*Baccalaureate*—a term used to denote an undergraduate degree or program such as bachelor of arts or bachelor of science.

*Certification*—a licensing process whereby qualified professionals become legally authorized to teach or to perform designated duties in the schools under the jurisdiction of BESE.

*Content Leader*—a teacher who is responsible for delivery of professional development aligned with state academic standards who is LDE certified and has the knowledge, skills, and resources to provide high-quality, content-rich, and curriculum-specific professional development to yearlong residents, new teachers, and/or developing teachers in need of instructional support.

*Content Leader Ancillary Certificate*—a type of certificate that authorizes an individual to serve as a school- or district-based instructional expert who is responsible for delivery of professional development aligned with state content standards found throughout the Louisiana Administrative Code, Title 28, Education.

*Core Subject Areas*—English, reading, language arts; mathematics; science; foreign languages; civics and government; economics; history; and geography.

*Endorsement*—a permanent certification, license, or credential added to an existing teaching certificate.

*Equivalent Contact Hours*—time spent with the instructor, time spent practicing or engaging in instruction, or a combination of both. One credit hour is equivalent to 15 contact hours.

*Graduate*—a term used to denote a degree, coursework, or program beyond the baccalaureate degree level such as masters of education or masters of arts in teaching.

*Industry Based Certification*—a certificate that provides evidence that an individual has successfully demonstrated skill competencies in a specific set of work related tasks, single occupational area, or a cluster of related occupational areas such as certified landscape technician, ASE certification, or licensed cosmetologist.

*Louisiana Employing Authority or Local Education Agency (LEA)*—a BESE-approved school or other BESE-approved entity employing a Louisiana educator for the purposes of providing educational services to Louisiana students. The BESE-approved school or entity is responsible for the evaluation of educators and submission of certification requests in accordance with Louisiana law and BESE policy. These include Louisiana approved public, charter, and non-public schools, BESE-approved third party entities contracted to school systems, and BESE-approved early learning centers.

*Mentor Teacher*—a teacher who supports aspiring teachers participating in undergraduate and post-baccalaureate. Mentor teachers use a cycle of coaching focused on instructional decisions to meet the needs of all students. Mentors may co-teach with yearlong residents or may support teachers without co-teaching. Mentors may also

support new teachers or developing teachers in need of coaching, including teachers with an intensive assistance plan, in accordance with LAC 28:CXLVII *Bulletin 130*.

*Mentor Teacher Ancillary Certificate*—a type of certificate that authorizes an individual to serve as a mentor for undergraduate or post-baccalaureate teacher residents.

*Non-Education Baccalaureate Degree*—a baccalaureate degree earned through an institution of higher education accredited in accordance with 34 CFR 602 that does not result in eligibility for teacher certification in the state in which the program is approved to operate.

*Non-Standard Certificate*—a temporary certification, license, or credential issued to an applicant who is pursuing full credentialing as a teacher. To have this certificate re-issued for year 2 and for year 3, an applicant must meet specified renewal requirements.

*Paraprofessional*—an employee who provides instructional support in a program supported with Title I, Part A funds.

*Post-Baccalaureate Alternate Certification Program*—a program offered prior to July 1, 2002, that provided opportunities for individuals with a minimum of a baccalaureate degree to become certified public school teachers. Applicants seeking certification under this program submitted an official transcript for evaluation to a Louisiana college or university with an approved teacher education program.

*Regionally Accredited*—see the definition for accredited in this Section.

*Regularly Employed*—a term used to denote an individual who is a full-time or part-time employee of a school system, and who is not hired on a day-to-day basis.

*Standard Certificate*—a credential issued by the LDE to an individual who has met all requirements for full certification as a teacher.

*Teacher*—an employee of a city or parish school board or of a BESE special school who holds a teaching certificate and whose legal employment requires certification under the regulations of BESE.

*Teacher Education Program Completer*—an individual who satisfies all requirements of a traditional teacher preparation undergraduate degree program or of an approved alternate teacher preparation program.

*Teaching Certificate*—a license, permit, or certificate issued by the LDE to an individual who has met all state requirements for certification as a teacher.

*Temporary License*—a teaching authorization held for a limited period and is not a standard certificate. See *non-standard certificate* above.

*Traditional Teacher Preparation Program*—a bachelor of arts or bachelor of science degree program that includes general education courses, certification focus area(s), professional education courses, field experiences, and student teaching in a school setting.

*Undergraduate*—a term used to denote a degree, coursework, or program at the baccalaureate degree level such as a bachelor of art or bachelor of science.

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### §2503. Acronyms

*BESE*—Board of Elementary and Secondary Education.

*CLU*—continuing learning unit.

*CTTIE*—career and technical trade and industrial education.

*INTASC*—Interstate New Teacher Assessment and Support Consortium.

*LCET*—Louisiana components of effective teaching.

*LDE*—Louisiana Department of Education

*LDOE*—Louisiana Department of Education, may also be referenced as LDE or department.

*LEA*—Louisiana Employing Authority or Louisiana Education Agency.

*NASDTEC*—National Association of State Directors of Teacher Education and Certification.

*NASDTEC*—National Association of State Directors of Teacher Education and Certification.

*NCATE*—National Council for Accreditation of Teacher Education.

*OFAT*—out-of-field authority to teach, a non-standard license.

*TAT*—temporary authorization to teach, a non-standard license.

*TEP*—temporary employment permit, a non-standard license.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6, R.S. 17:7(6), and R.S. 3902.

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