

# Transition Points for the Connecticut Post-Baccalaureate Certification Program Secondary Content Areas

*Endorsements: English 7-12, Mathematics 7-12, General Science 7-12, Biology 7-12, Chemistry 7-12, Physics 7-12*

The transition points in this document serve as a guide for candidates completing the Connecticut Post-Baccalaureate Certification Program and pursuing a Connecticut Initial Educator Certificate. In order to complete the educator preparation program, candidates must meet all of the requirements in each transition point. To complete the educator preparation program on the expected timeline, each transition point must be met by the established deadline. **Failure to meet transition points deadlines may result in a delayed timeline for program completion, additional costs, and/or ineligibility for licensure.**

For questions, please reach out to [support@relay.edu](mailto:support@relay.edu) or sign up for [office hours](#).

## Quick Links

- [Transition Point 1: Educator Preparation Program Admission](#)
- [Transition Point 2: Eligibility for Qualifying Clinical Experience](#)
- [Transition Point 3: Educator Preparation Program Completion](#)
- [Transition Point 4: Certification](#)

## Transition Point 1: Educator Preparation Program Admission

### Relay Application - EPP Items Deadline:

- **Summer Term Start: July 26, 2024**
- **Fall Term Start: August 26, 2024**

### Deadline to Accept EPP Admissions Offer:

- **Summer Term Start: August 3, 2024**
- **Fall Term Start: September 3, 2024**

In order to be eligible for admission to the Connecticut Post-Baccalaureate Certification Program (Secondary Content Areas) the following requirements must be met:

1. **Bachelor's Degree:** Hold a bachelor's degree from an institution of higher education that has received accreditation through a U.S. Department of Education approved accreditation agency. Verify your institution's accreditation status on the Database of Accredited Postsecondary Institutions and Programs [here](#).
2. **Minimum GPA:** Have an undergraduate GPA of 2.7 or above from an institution of higher education who has received accreditation through a US Department of Education approved accreditation agency
  - Relay may admit up to 10% of applicants to Relay's Connecticut educator preparation programs via exception who have a **GPA below the state minimum of 2.70**.
    - Applicants who have a GPA below a 2.70, are required to submit:
      - A secondary recommendation that will be used to evaluate their eligibility for admissions to Relay; AND
      - A personal statement explaining any extenuating circumstances during your undergraduate program that impacted your GPA and how you will ensure your academic success in the graduate program.
3. **Connecticut Code of Professional Responsibility for Teachers:** Applicants are required to acknowledge the [Code of Professional Responsibility for Teachers](#) which serves as a basis for decisions on issues pertaining to licensure and employment. It applies to all teachers licensed by or individuals seeking licensure from the State of Connecticut.

4. **Basic Skills Requirement<sup>1</sup>:** Present a score report for the [Praxis Core Academic Skills for Educators \(5752\)](#) exam. All sections of the Praxis Core- [Mathematics \(5733\)](#), [Reading \(5713\)](#) and [Writing \(5723\)](#) tests- must be included. Applicants other options include one of the following State Board of Education approved equivalent assessments: SAT, ACT, GRE. You must have all 3 sections of the exam to meet the requirement. For support in accessing old scores see [here](#).
  
5. **Coursework Requirements<sup>2</sup>:**
  - a. General Education: All candidates must have a minimum of 39 semester hours of credit in general academic courses in five of the six areas listed below. A 3 credit hour course in US History must be included.
    - a. English;
    - b. Natural sciences;
    - c. Mathematics;
    - d. Social studies; and
    - e. Foreign language, and
    - f. Fine Arts
  
- 6 . **Subject-Specific Coursework Requirement:** Applicants must have one of the following:
  - a. A major in the subject area for which certification is sought (e.g. Mathematics) **OR**
    1. **For General Science:** A major consisting of a minimum of 39 semester hours of credit in science including study in at least one course in biology, chemistry, physics and earth science.
  - b. A minimum of **30 credit hours in the subject area for which certification is sought** (e.g. Mathematics) **and** a minimum of **9 credit hours** in coursework related to the subject area for which certification is sought **OR**
  - c. Passed the [Praxis II Subject Assessment](#) required for the certificate sought<sup>3</sup>.

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<sup>1</sup> Under Public Act 16-41: An Act Concerning the Recommendations of the Minority Teacher Recruitment Task Force, effective July 1, 2016, EPPs must require applicants to submit a score report from an examination of basic skills for diagnostic purposes, but there is no minimum cut score requirement.

<sup>2</sup> Applicants who do not meet the coursework requirements may be admitted to the EPP with up to six outstanding credit hours in the subject area that they must fulfill at the undergraduate or graduate level in order to be eligible for a recommendation for an Initial Educator Certificate (see Transition Point #4). Applicants may fulfill their unmet credits at any institution of higher education who has received accreditation through a US Department of Education approved accreditation agency, with AP scores, and/or with acceptable exams for credit.

<sup>3</sup> Please note- CSDE takes up to 6-8 weeks to process REC applications. Non-residents should plan to receive passing scores on the Praxis II exam (if needed) by early summer 2024 to leave enough time to have the REC by the beginning of the fall semester.

## ***Fall Enrollment Requirement***

### **Deadlines for completion of the School Authorization and Instructional Role Confirmation form:**

- **Student portion due: September 3, 2024**
- **School Leader portion due: September 16, 2024**

Relay students are required to confirm their instructional role details through the Fall *School Authorization and Instructional Role Confirmation Form* as a requirement to enroll in coursework each Fall. If your instructional role is not aligned to the requirements of your program, you must also submit a transfer application to a program that does align to your instructional role by the start of the fall term. **Failure to submit a transfer application, if necessitated by your instructional role, may delay program completion or result in administrative withdrawal.**

**Instructional Role:** Secure a full-time instructional role in a Connecticut school aligned to the certification sought.

- Relay Teaching Resident: Acceptable instructional roles include: Teaching Resident, Paraprofessional, Assistant Teacher, Co-Teacher
- Non-Resident: Teacher of Record

## **Transition Point 2: Eligibility for Qualifying Clinical Experience**

### **Transition Point Deadline:**

- **Non-Resident Deadline: September 16, 2024**
- **Relay Teaching Resident Deadline: September 2025 (Beginning of Fall Term)**

Candidates must demonstrate eligibility to begin their qualifying clinical experience, student teaching. In the Relay Connecticut program, candidates complete student teaching as a teacher of record while holding a Resident Educator Certificate (REC), which is valid for up to two years. While candidates holding a REC can hold other positions in a school such as a paraprofessional, **candidates must serve as a teacher of record for a minimum of 10 months while holding a REC in order to qualify for EPP completion and advancement to the Initial Educator Certificate.**

To be eligible to begin student teaching, candidates must:

1. **Instructional Role:**
  - a. Secure a position as a Teacher of Record in a Connecticut public or charter school prior to the start of the PK-12 school year in a position aligned to the certificate that you are seeking.
1. **Obtain a REC through the Connecticut State Department of Education (CSDE).**
  - a. Meet **one** of the following criteria for eligibility to apply for a REC:

- Completed a major in the content area, OR
    - i. For General Science: A major consisting of a minimum of 39 semester hours of credit in science including study in at least one course in biology, chemistry, physics and earth science.
  - Complete 30 credit hours of coursework in the content area and a minimum of 9 credit hours in coursework related to the subject area for which certification is sought, OR
  - Pass the Praxis II Subject Assessment required for the certificate sought.
- b. Submit application for the Resident Educator Certificate:
1. Create a [CECS account](#); you will need this throughout your teaching career in CT
  2. Complete pages 1-2 of the [ED199](#) and obtain the signature of your school leader or HR director confirming that you have secured a position as a teacher of record in a Connecticut school prior to the start of the PK-12 school year in a position aligned to the certificate that you are seeking.
  3. Complete the “REC Request Form” in Anthology Portfolio and upload completed pages 1-2 of the ED199
  4. Send your undergraduate and any other graduate [transcripts to CSDE](#)

Applications will take several weeks to process. There is no cost to apply.

Candidates who do not meet the transition point 2 deadline will be dropped from the clinical practice courses below and will be required to take the courses in a future term, once transition point 2 is met:

- Non-Residents:
  - *CLIN-521 Mentored Clinical Practice I (Fall 1)*
  - *CLIN-522 Mentored Clinical Practice II (Spring 1)*
- Relay Teaching Residents:
  - *CLIN-523: Mentored Clinical Practice III (Fall 2)*
  - *CLIN-524: Mentored Clinical Practice IV (Spring 2)*

## Transition Point 3: Educator Preparation Program Completion

**Transition Point Deadline: End of Spring 2 - June 2026**

In order to be considered an educator preparation program completer, candidates must:

1. **Coursework:** Complete all coursework in your EPP program of study. This coursework is indicated with an asterisk on the [Academic Plan](#).

- Earn a minimum grade of 80% (or a B-) in all courses in the EPP program of study
  - Earn a cumulative 2.7 grade point average (GPA) on all Relay coursework attempted.
2. **Qualifying Clinical Experience:** Serve as a teacher of record under a Resident Educator Certificate (REC) for a minimum of 10 months
    - Participate in all observations in clinical practice coursework.
    - Submit weekly journal entries during your clinical experience. Obtain mentor verification of teaching hours at the end of each term.
  3. **CELP Workshop:** Teacher preparation programs must include instruction around second language learning and second language acquisition. Please see [this link](#) or instructions on how to complete this requirement. Once you complete the workshop, save a copy of your completion scores and submit to Anthology Portfolio.
  4. **Dyslexia Workshop:** Candidates pursuing secondary education must complete a Dyslexia workshop. Visit [this link](#) to enroll in the course. Instructions on how to access the workshop are included in the Table of Contents in Anthology Portfolio. Once you complete the workshop, save a copy of your certificate of completion and submit to Anthology Portfolio.
  5. **edTPA:** Achieve the minimum passing score as determined by the Connecticut State Department of Education on the appropriate edTPA. More information can be found [here](#).

## Transition Point 4: Certification

**Transition Point Deadline: Summer 2026**

Successful program completers will be eligible to advance to the Connecticut Initial Educator Certificate, valid for 3 years from the date of issue. Program completers must complete the following steps to apply for the Connecticut Initial Educator Certificate.

1. **Pass the appropriate Praxis II Subject Subject Assessment:** Candidates must pass the Praxis II Subject Assessment that aligns with their certificate area prior to recommendation for an Initial Educator Certificate. More information about required exams can be found [here](#).
2. **Meet any outstanding general education or subject area credit hour deficiencies:** Candidates who were admitted with outstanding general education or subject area credit hour requirements must submit evidence of meeting these requirements to Relay prior to recommendation for an Initial Educator Certificate.

Official transcripts also must be [sent to CSDE](#) from institutions where any outstanding general education or subject area coursework was completed.

3. **Apply for an Initial Educator Certificate:**
  - a. Complete the [ED126: Statement of Professional Experience](#)
  - b. Complete the application for the Initial Educator Certificate through [CECS](#) (\$200 fee)
  - c. Complete the “Initial Educator Certificate Recommendation Request Form” in Anthology Portfolio and upload a screenshot of your proof of application.