



Information Sheet for Initial Candidates

Thank you for your interest in pursuing National Board Certification while teaching or counseling in MCPS. To access more detailed information, please visit the [MCPS NBC Website](#). **Window to Apply for Fee Support is open each year mid-May - early September.**

What is required in order to receive National Board Certification (NBC)?

There are four different components candidates must submit. Candidates can choose to submit all 4 in one school year (they are due April-mid-May) or spread out submission over a maximum of 3 years. Many candidates need to engage in retakes in order to achieve. Candidates have up to 2 additional years to retake component(s). Candidates who do not achieve NBC within this timeframe must begin the process again.

Component 1 (40%)	Content Knowledge Assessment - Taken at a testing center in Spring
Component 2 (15%)	ePortfolio Submission - Differentiation in Instruction
Component 3 (30%)	ePortfolio Submission - Teaching Practice and Learning Environment
Component 4 (15%)	ePortfolio Submission - Effective and Reflective Practitioner

What is it like to complete NBC?

The NBC process is an assessment designed to recognize accomplished teaching. NB assessors are trained to find evidence of the [National Board Standards](#), the [5 Core Propositions](#) and the [Architecture of Accomplished Teaching](#). While preparing ePortfolio submissions, candidates will gain deep knowledge of their students. Candidates will study, reflect and document their teaching practice and the impact of their teaching practice on students. NBC is an independent project that is a performance-based, peer-review model. Regardless of the support, feedback, and guidance that a candidate may receive from an NBCT colleague or facilitator, the onus of achievement lies with the candidate to find their own answers based on reflection and study. The path to achieve NBC is not a cookie-cutter approach. What worked for one teacher to achieve NBC won't work for another. Candidates must be willing to dedicate significant time weekly (estimated 2-3 hours per week) throughout the school year in order to fully prepare each component ePortfolio for submission. In order to achieve NBC, candidates must reach a combined score of 110 including a minimum of 1.75 on the C1 assessment and minimum 1.75 average score for the ePortfolios (C2, C3, C4).

Who is eligible to begin the NBC process?

In order to be eligible for the *fee support program*, MSDE requires that candidates hold an active and fully processed teaching license in Maryland, have three full years of teaching experience. For candidates who wish to pay their own way, [NBPTS](#) requires candidates to hold a Bachelor's degree (some Career/Tech teachers are exempt) and a professional state teaching or school counseling license and be in at least your third full year of teaching/counseling during the year you achieve.

What support is available for candidates working on NBC?

MCEA offers JumpStart in the summer for candidates to learn about the four components, the Five Core Propositions, the Architecture of Accomplished Teaching, and the content-specific standards. MCPS in conjunction with MCEA offers three different component courses to guide candidates through the necessary steps, to keep them on track, to help candidates interpret standards / portfolio directions and to offer feedback. A component course is **not** offered for Component 1. Each component course is worth 2.0 CPD credits upon completion and full engagement in the course (attendance and assignment submission). Many teachers take all 3 courses; component 2, component 3 and component 4 so they receive 6 credits. Each component course meets five times during the school year in person between October and May. For each class, participants should expect to spend 15 hours in class sessions and more than 15 hours working on the coursework. The work required in these courses aligns to the NBPTS component-specific requirements. At the end of the course, candidates will have a completed ePortfolio to submit to NBPTS.

How much does it cost to go through the NBC process?

Each component costs \$475, totaling \$1900 to go through the process. Each component course offered by MCPS costs \$60 (three courses are offered), and you must register with NBPTS each year you work on NBC (\$75 per year). It is common that candidates need to retake component(s) which is an additional fee (\$475 or \$500 each).

What fee support or reimbursement is available?

Maryland State Department of Education, in conjunction with MCPS, provides fee support to cover the cost of components and retakes of components for candidates who are in [Blueprint eligible job codes in MCPS](#) and have at least three full years of teaching experience. Fee support program applications are accepted beginning late in May through early September. The cost of component courses (\$60 each) and registration fees (\$75 per year) are not included in the fee support program. The cost of language proficiency assessments for World Languages teachers are not included. One retake per component is included. Candidates who are a part of the fee support program must submit all four components within three years or will be responsible for repaying MSDE the cost.

If not using the fee support program, tuition reimbursement is available under specific conditions.

What should I do next if I want to get started?

Stay tuned for information sessions that will be running in the Spring of 2025. The application process to receive fee support will be open May - early September 2025 for candidates wishing to begin in the 2025-2026 cycle.

What should I do if I want more detailed information about National Board Certification?

Visit [this NBCT resource toolkit](#) for a deep dive.

Who do I reach out to if I have questions? Karen Shilling: karen_c_shilling@mcpsmd.org