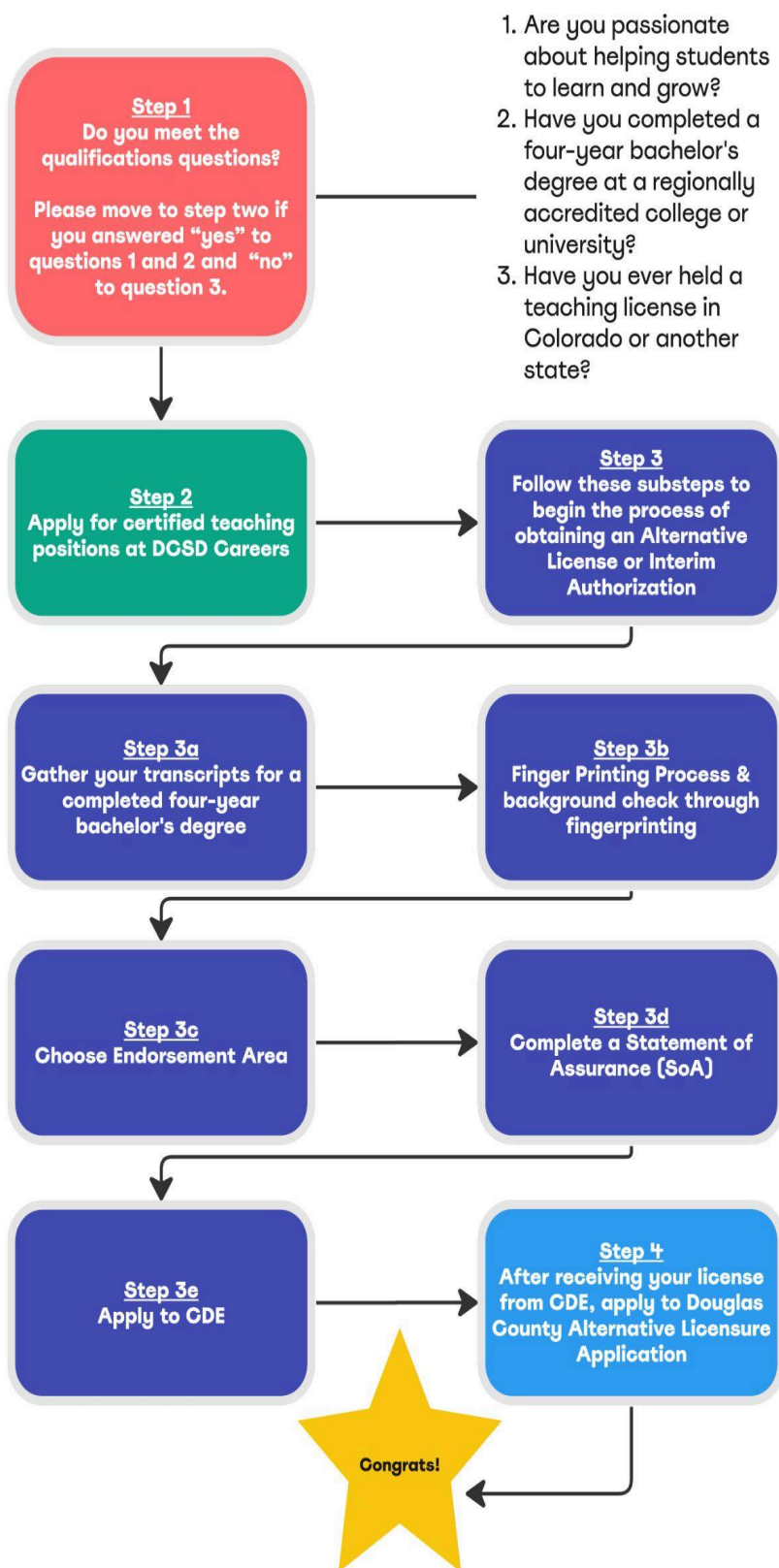


Process for Applying for the DCSD Alternative Licensure Program



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<p>Step One</p>	<p>Do you meet these qualifications?</p> <ul style="list-style-type: none"> ● Are you passionate about helping students to learn and grow? ● Have you completed a four-year bachelor's degree at a regionally accredited college or university? ● Have you ever held a teaching license in Colorado or another state? <p>Please move to step two if you answered "yes" to questions 1 and 2 and "no" to question 3.</p>
<p>Step Two</p>	<p>Apply for certified teaching positions at DCSD Careers.</p> <ul style="list-style-type: none"> ● Teachers must be teaching in their endorsement area at least 51% (.51 FTE) in order to enroll and continue through the Alternative Licensure Teaching (ALT) program in DCSD. <p>If you are hired in a certified teaching position you can move to step three.</p>
<p>Step Three</p>	<p>Follow the steps below to enroll in the DCSD Alternative Licensure Program.</p> <p>1) Begin the process of obtaining an Alternative License or Interim Authorization through the CDE Website.</p> <ul style="list-style-type: none"> ● This page lists the steps you'll take to obtain an alternative educator license in Colorado. It also includes links to resources that help you complete each step <p>3a) : Gather your transcripts to show you have completed a four-year bachelor's degree.</p> <p>3b) Fingerprinting Process background check through fingerprinting</p> <ul style="list-style-type: none"> ● Please note you will have to use the vendors provided by CDE to get your fingerprints. ● The fingerprints you do in Douglas County School District CAN NOT be used for your application at CDE. You have to use CDE's vendors for CDE's application.

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- You will have 30 days from the date CDE receives your fingerprint results to submit a complete application for a license or authorization. If you do not submit an application within these 30 days, you will need to submit another set of fingerprints for licensure purposes.

3c). Choose Endorsement Area

So, For Which Credential Should I Apply ?

PRAXIS Exams: In most cases the state of Colorado requires [PRAXIS](#) exams for certification. In some cases, there are more than one exam. [Click here](#) for a list of exams for each content area. Please see option one, below, to decide if you might have enough coursework to skip the Praxis. Click [here](#) for register information for the Praxis exams.

The new alternative teacher application offers two options:

1. Alternative Teacher License: for those applicants who also demonstrate content knowledge for the subject area they will be teaching via:

- degree in the content area
- 24 semester hours of specific coursework in the content area (as verified on an official transcript); or
- a passing score on the Colorado State Board of Education-approved PRAXIS exam.
 - Individuals wishing to apply to determine if they meet content knowledge requirements may do so prior to enrolling in a program or securing a teaching position.

2. Interim Authorization: for those who have not yet demonstrated content knowledge in their subject area.

- Applicants pursuing an alternative interim authorization must hold a teaching position and be enrolled in an approved Colorado alternative program.
- Demonstration of content knowledge as outlined above will be required to complete the program.

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	<p>Step Four: Complete a SoA (Statement of Assurance)</p> <ol style="list-style-type: none"> 1. Statement of Assurance (SOA) form (PDF) <ul style="list-style-type: none"> ● Top section: Complete the top half of the document. (Example) ● Employing School District Section: Complete your placement, credential type (Alternative licensure or Interim Authorization) and put online school as a “no”. Human Resources will complete the rest of the information in that section. (Example) ● Then email the SoA form to Jack Kronser (jkronser2@dcsdk12.org) ● Jack will send the form back to you with the middle section completed. ● Then send the form to Kristie Krier (klkrier@dcsdk12.org) if you want to be enrolled in the DCSD Alternative Licensure Program. Kristie will complete the section on “Authorized Program Representative”. ● Kristie will send the form back to you. You complete the bottom of the form. Please send a copy to klkrier@dcsdk12.org once you have signed the copy. <p>Step Five: Apply IMPORTANT: Select the "alternative teacher" application from the list on the application dashboard; do not select the button in the "teacher" box. You will upload your transcripts and SoA.</p>
Step Four	<p>When the Colorado Department of Education sends your license you can complete step one below: Step One: Please complete the Douglas County Alternative Licensure Application. You will receive a “Congratulations Welcome Letter” when your application has been approved by DCSD.</p>

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Helpful Resources	<p>Colorado Department of Education Licensure site General site for all links.</p> <p>General Requirements site- Use this site to determine what authorization or license you would apply for.</p> <p>Application Checklist this site provides you information on steps to take before applying and during the application process.</p>
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