



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
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HANNA SKANDERA
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

April 10, 2017

MEMORANDUM

FROM: Rebecca Reyes, Director of Professional Licensure

RE: Out-of-state Licensure 1CS

The New Mexico Public Education Department Licensure Bureau allows an option for out-of-state educators reciprocating a license without teacher experience to obtain a teacher license.

Effective April 10, 2017, this will be the provisional license issued to all teachers who have completed a teacher preparation program and meet basic skills and content knowledge requirements and have a valid out-of-state license but do not have any teaching experience.

Out of State Licensure 1CS- A one year certificate (1CS) is a provisional License. “Out-of-state 1CS” means a license issued to an individual who holds a minimum of a Bachelor’s degree who has completed a standard or alternative teacher preparation program, completed out-of-state teacher exams and has a valid out-of-state teacher license, but has no teaching experience.

Out of State Licensure 1CS Application Procedures

1. Submit an initial application – Out-of-state interstate reciprocity

- Provide Official transcripts reflecting a Bachelor's Degree earned from a regionally accredited college/university. Applicant may attached sealed official transcripts to the application, or mail sealed Official Transcripts to 300 Don Gaspar, Santa Fe, NM 87501. E-scripts may be sent by the university(s) to the attention to NMPED Licensure at the following email address licensureunit@state.nm.us
 - Must have completed a standard or alternative teacher preparation program
- Copy of current valid Teaching License from out-of-state school district
- Passage of Teacher Exams or a Notarized statement verifying exam(s) are not required.

2. Conditional requirement for out-of-state elementary educators applying for out-of-state licensure 1CS

- Submit a copy of Content Knowledge Assessment of Elementary Reading Instruction or comparable exam

To meet the qualifications for a Level 1 Professional Teaching License, educator must:

- Complete at least 160 school days of teaching at a local school district/charter school.
- Submit a Superintendent's recommendation form for out-of-state licensure 1CS form
 - Superintendent/Designee will verify that the licensee is satisfactory demonstrating the essential competencies/effectiveness as a classroom teacher and recommends for the remaining 4 years of licensure.

NOTE: A candidate that satisfactorily completes the 160 days of teaching for a standard level 1 license will not need to submit an application or additional fee for a level 1 teaching license.

The 1CS Superintendent's recommendation form for out-of-state licensure 1CS is attached for your convenience.

Feel free to contact a licensure consultant should you need additional assistance. A consultant can be reached via telephone at 505-827-1436 or by email at LicensureUnit@state.nm.us

RR/mm