

**Initial Pre K-12 Specialty License Checklist**

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| Licensee’s Name:        | File Number:       |
| Application Date:       | Issue/Review Date:       |
| Consultant’s Name:  | License Type: 500 |

**Documents Required:**

[ ]  Social Security number provided, (Copy of card needs to be provided, if social not placed on application)

[ ]  Official sealed Bachelor’s degree from a regionally accredited college or university

[ ]  24 semester hours in Pre K-12 Education program course work

[ ]  Student Teaching

[ ]  3 semester hours of credit in the teaching of reading for those who first entered any college or university on or after August 1, 2001

[ ]  24 semester hours in teaching field, e.g., language arts, or social studies with 12 of those hours earned at the upper division (300 or above)

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| [ ]  Currently holds a Special Education License |
| [ ]  Currently holds an Elementary License and has 3 credit hours in Secondary Pedagogy **OR** took the Professional Knowledge exam in Secondary |
| [ ]  Currently holds a Secondary License and has 3 credit hours in Elementary Pedagogy **OR** took the Professional Knowledge exam in Elementary |

**Exams:**

[ ]  Passage of Essential Academic Skills

[ ]  Passage of Assessment of Professional Knowledge Secondary or Elementary

[ ]  Passage of the Content Knowledge Assessment in the first endorsement plus coursework

**For office use only:**

[ ]  Email sent requesting:

[ ]  Level 1: 5 year license issued
[ ]  Level 1CS: 1 year license issued

 [ ]  Teaching of Reading Courses [ ]  Student Teaching [ ]  Exams

Comments: