

# Alternative Routes to Certification (ARTC)

Prospective educators who did not complete a traditional educator preparation program with student teaching may be interested in one of Delaware's alternative licensure and certification options. For more information on the approved alternative licensure and certification options, open [Delaware's Alternative Routes to Certification & Certificates of Eligibility](#) flyer and [Alternative Routes to Certification Programs by Certificate Area](#) flyer. Alternate Routes to Certification are also available to those seeking administrative certification, as outlined in the [Alternate Routes to Certification for Administrative Certificate Programs](#) flyer.

## Alternative Routes to Licensure & Certification (ARTC) Options

**Alternative Routes to Certification (ARTC) Programs** support prospective Delaware public and charter school educators to obtain initial licensure and certification in several content areas. Candidates must have a minimum of 24 credits in an area aligned to a PK-12 content area (or pass the Praxis II in the content area prior to teaching) and obtain a letter of eligibility from a state-approved alternative route to certification program. Educators hired as a "Teacher of Record" under ARTC have two years to complete the program requirements that may include seminars, coursework, content assessments, performance assessments, the first two years of school-based mentoring, and two DPAS-II summative evaluations. For more detailed information, refer to the [ARTC Information Packet](#).

### Alternative Routes to Certification for Special Education Areas – Certificate of Eligibility (COE)

ARTC COE Programs are designed to support three types of educators:

- a. **Initial Licensure & Certification Programs** support prospective Delaware public and charter school educators to obtain initial licensure and certification in special education and a content area. Candidates must have a minimum of 24 credits in an area aligned to a PK-12 content area (or pass the Praxis II for the content area prior to teaching) and obtain a letter of eligibility from a state-approved alternative route to certification program. Educators hired as a Teacher of Record under ARTC COE have three years to complete the program's requirements including seminars, coursework, content assessments, performance assessments, program and the first two years of CIP mentoring, and two cycles of DPAS-II summative evaluations.
- b. **Paraprofessional to Teacher Programs** support paraprofessionals in Delaware public and charter schools who wish to become certified special education teachers through a two-year Master's degree in Special Education.
  1. **Year 1** – Employment as a paraprofessional in a Delaware public or charter school while enrolled in the Master's in Special Education program. Educators should plan to pass related content assessments and complete the majority of the coursework during this year.
  2. **Year 2** – Employment as a teacher of record in a Delaware public or charter school while completing remaining coursework and the performance assessment.
  3. **Optional Year 3** – Educators hired as a Teacher of Record under ARTC COE have three years to complete the program's requirements including seminars, coursework, content assessments, performance assessments, program and the first three years of CIP mentoring, and two cycles of DPAS-II summative evaluations.
- c. **Add-On Certificate Programs** support educators who are currently licensed and certified in at least one content area to obtain certification in a special education area while serving as a teacher of record for students with disabilities.

Federal Regulations require that all ARTC COE programs must be complete within a three year time period. No Certificate of Eligibility extensions may be granted beyond three school years.

## ARTC Documentation Requirements – Initial Applicant

The following items must be provided by the applicant:

- Official Transcript(s).
  - Send official (unopened) transcripts for all degrees and coursework directly to your employing authority (LEA human resources office.)
  - Only transcripts from regionally accredited colleges or universities as detailed in [Higher Education](#) are accepted.
- Test scores should be forwarded to the **Delaware Department of Education** and your ARTC program, if applicable, electronically upon your request.
  - For certificates requiring Praxis II, [Educational Testing Service \(ETS\)](#) administers the Praxis tests. Please use Reporting Code R7065.
  - For certificates requiring American Council on the Teaching of Foreign Languages (ACTFL), [Language Testing International](#) administers the ACTFL tests.
  - For submitting passing scores for the Performance Assessment, [Educational Testing Service \(ETS\)](#) administers the PPAT; and [Pearson](#) administers the edTPA.
- Educator Acknowledgements are submitted during the online recommendation acceptance process.

## ARTC Documentation Requirements – Upon Program Completion

The following items must be provided by the educator:

- Official Transcript(s).
  - Send official (unopened) transcripts for all degrees and coursework directly to your employing authority (LEA human resources office.)
  - Only transcripts from regionally accredited colleges or universities as detailed in [Higher Education](#) are accepted.
- Test scores should be forwarded to the **Delaware Department of Education** and your ARTC program, if applicable, electronically upon your request.
  - For certificates requiring Praxis II, [Educational Testing Service \(ETS\)](#) administers the Praxis tests. Please use Reporting Code R7065.
  - For certificates requiring American Council on the Teaching of Foreign Languages (ACTFL), [Language Testing International](#) administers the ACTFL tests.
  - For submitting passing scores for the Performance Assessment, [Educational Testing Service \(ETS\)](#) administers the PPAT; and [Pearson](#) administers the edTPA.
- Educator Acknowledgements are submitted during the online recommendation acceptance process.
- Letter of completion from the Delaware Alternate Routes Program is sent by the Program to and uploaded by your LEA during the recommendation to upgrade process.
- Confirmation of the completion of at least two satisfactory summative evaluations and recommendation for certification will be submitted by the LEA during the recommendation to upgrade process.

All documents, with the exception of copies of out-of-state and national certificates (if applicable), must be official, meaning that they must be sent directly from the appropriate third party (e.g., the college or university, testing organization, former employer, independent credentialing agency) to the employing authority or the Department. Applicants submitting test scores should be sure to review the Educational Testing Service (ETS) page for Delaware adopted test-specific submission procedures.