



GLOBAL  
TALENT  
IDAHO

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IDAHO TEACHER (K-12) LICENSING GUIDE

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**JUNE 1, 2020**  
**GLOBAL TALENT IDAHO**

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## **COMPARING YOUR OPTIONS FOR NON-TRADITIONAL CERTIFICATION**

For most foreign trained professionals who want to become a K-12 teacher in Idaho there are four distinct non-traditional programs that the Idaho State Department of Education accepts; ABCTE, Teach For America, Lewis-Clark State College's PACE Option (Elementary and/or Secondary), College of Southern Idaho's Non Traditional Educator Preparation Program. Individuals who complete one of these programs will be allowed to apply for an Interim Teaching Certificate, and eventually a Five (5) Year Teaching Certificate. To understand what these programs entail, please keep reading.

### **American Board for Certification of Teacher Excellence (ABCTE)**

*ABCTE is the only computer-based alternate route to teacher certification. This step requires enrolling into the ABCTE program, studying in the content area you are interested in teaching, taking the ABCTE PTK exam, a subject area exam, and then receiving an ABCTE Certification. Once you have completed the ABCTE program, you can apply to the State Department of Education for a 3-year interim certification. With this interim certification, you will need to find employment and mentorship with a certified teacher and complete the State Department of Education's mentorship requirements. After all above steps are complete, you will be able to apply for a full 5-year teacher certification.*

### **Average Total Time and Cost**

- *The average time to complete the full program (WES evaluation, ABCTE Certification, and Mentorship requirements is around 4 years)*
- *The average total cost for the entirety of the certification process is \$3,500. **This does not include forgone costs of employment, living expenses, practice exams, etc...***

### *Additional Information:*

The candidate **MUST** hold a Bachelor's degree prior to enrolling in ABCTE.

ABCTE offers programs in a limited number of content areas. ABCTE cannot be used for certificates or endorsement for a content area that they do not offer a program for.

For more information about the ABCTE Program, please [click here](#).

If you want to earn a teaching certificate through ABCTE, please [click here](#).

### **Teach For America (TFA)**

*TFA is a hands-on teaching program designed for individuals to start working directly in a teaching field. **NOTE: Individuals will not be able to choose what schools they will be placed in or where their orientation will be held.** TFA candidates will need to attend a 2 month summer program orientation in Oklahoma, take the Praxis exam, receive a temporary teaching position through TFA in an Idaho school. Candidates will need to apply to the State Department of Education for a 3-year interim certification. With this interim certification, you will need to find mentorship with a certified teacher and complete the State Department of Education's mentorship requirements. After all above steps are complete, you will be able to apply for a full 5-year teacher certification.*

#### **Average Total Time and Cost**

- *The average time to complete the full program (WES evaluation, Teach For America program, and Mentorship requirements is around 3 years)*
- *The average total cost for the entirety of the certification process is \$11,000. **This cost is a rough calculation of all the costs that would incur for the entirety of your certification process, onboarding, testing, housing, classroom set up... costs will vary depending on your situation.***

#### *Additional Information:*

Teach For America selects a corps of recent college graduates, graduate students, and

professionals to teach for two years and help students in low-income communities make the academic progress that will expand their opportunities for the future.

If you are selected to participate in Teach For America, you need to choose the region in which you would like to serve, attend a 2 month summer orientation, successfully take and pass the Praxis Subject Assessment examination, and teach for two years under the mentorship of a certified Idaho teacher. It is also IMPORTANT TO NOTE that you might not be able to teach in the region where you currently reside. You are given choices of where you would like to teach, but the overall decision is made by Teach For America.

*It is important to note, Teach For America does not employ teachers nor does it pay you for all of your summer training. The school districts that you are hired by will pay you and Teach For America pays for the summer training course, room, board, and transportation to and from schools where you will be teaching during your two months. You will need to incur the costs for transportation to summer training, and all other expenses associated with summer training.*

### **College of Southern Idaho's Non-Traditional Educator Preparation Program**

*CSI's program is primarily for individuals who are already employed in a classroom setting (if you are not employed, CSI can sometimes work to find you employment), either as a Teacher, Paraprofessional, or Teacher's Aid. **Employment is a requirement for this program as learning will be done in coordination with classroom attendance and online modules.** Once the candidate is accepted into the program, the student will need to pass the Praxis examination, apply and receive a 3-year interim teaching certification, complete the required learning modules, and receive mentorship from a certified Idaho teacher. Once the above steps are completed, the candidate can apply for a full 5-year teacher certification.*

### **Average Total Time and Cost**

- *The average time to complete the full program (WES evaluation, CSI program, and Mentorship requirements is 2-3 years)*

- *The average total cost for the entirety of the certification process is around \$2,500*

*Additional Information:*

In order to put theory and knowledge gained through modules into immediate practice, our candidates must either be working under an interim certificate or have regular access to a classroom setting, either as a Teacher, Paraprofessional, or Teacher's Aid.

Candidates with previous teaching experience may also opt to forego the modules and begin collecting evidence of their practice to take advantage of the *Assessment Only* option. Depending upon a candidate's level of skill and experience, the program could be accomplished within a single year.

CSI's primary educational mission is to serve the needs of Region 4, however, we are authorized to serve other regions as long as there is a need and the district/school is supportive. We are currently serving candidates in Regions 3, 4, 5, and 6. Our aim is to address Idaho's current teacher shortage and support districts with hard-to-fill positions

**Lewis-Clark State College PACE Program**

*For the Online & Hybrid PACE Program, candidates do not need to be actively working as a teacher. Individuals will need to apply to LCSC and the Teacher Education Division and begin working on the course content. Students will need to take the Praxis exam prior to their internship. Once students have completed the coursework and Praxis examination, they will be assigned an internship and mentorship under the supervision of a certified teacher. Once all steps are completed, you will be granted a full 5-year teaching certification.*

***\*If you are working as an uncertified teacher, however, you may qualify for the Mastery-Based PACE Program. Please, go to the [LCSC Mastery Based Elementary Program](#) or [LCSC Mastery Based Secondary Program](#) for more information.***

### **Average Total Time and Cost**

- *The average time to complete the full program (WES evaluation, LCSC program, and Internship/Mentorship requirements is 2-3 years)*
- *The average total cost for the entirety of the certification process is around \$350 per credit, depending on the student's background, this can take between 6 months and 2-years.*

### *Additional Information:*

#### Elementary Education-Online & Hybrid PACE Option

The Elementary PACE (Pathways for Accelerated Certification and Endorsement) Programs are pathways toward elementary teacher certification or endorsement. To be a viable candidate for this program, the applicant must have completed coursework equivalent to an associate degree or already have acquired a bachelor's degree. For those completing the program as undergraduates, the program will result in a Bachelor of Science Degree in Elementary Education along with Idaho Standard Instructional Certification.

The Online & Hybrid Option comprises classes offered with online delivery of content and methodology. Candidates in this program are permitted to complete the field experience coursework and practicum experiences in schools where partnerships with LCSC can be established. The program can begin in any semester; however, field experience and practicum hours may only be earned during sessions when there are access to students to complete the required activities (E.G. traditional school semesters). Attendance for some courses will require the candidate to attend virtually with classmates.

#### Secondary Education-Online & Hybrid PACE Option

The Secondary PACE (Pathways for Accelerated Certification and Endorsement) Programs are pathways toward secondary teacher certification or endorsement. To be a viable candidate for this program, the applicant must have acquired a bachelor's degree.



This specific option, the Online & Hybrid Option, comprises classes offered with online delivery of content and methodology. Candidates in this program are permitted to complete the field experience coursework and practicum experiences in schools where partnerships with LCSC can be established. The program can begin in any semester; however, field experience and practicum hours may only be earned during sessions when there are access to students to complete the required activities (E.G. traditional school semesters).

### **TEACHING WITH A MASTER’S DEGREE**

*K-12 Teaching Options:* In general, individuals with master’s degrees need to follow the same directions as anyone who has not completed a state-approved K-12 teacher certification program. However, a master’s degree in a specific subject area will usually waive Praxis testing. No degree will waive the requirement of completion of either a state-approved teacher certification program through a college/university or completion of a non-traditional program such as ABCTE, CSI’s Non-Traditional Program, LCSC’S PACE Program, or Teach For America.

### **TEACHING WITHIN THE UNIVERSITY SYSTEM**

If an individual is teaching a subject at an Idaho university and holds a master’s degree or higher in that subject, they may apply for a Postsecondary Specialist Certificate (see: <http://www.sde.idaho.gov/cert-psc/cert/apply/postsecondary.html>). However, please note that for the Postsecondary Certificate to remain valid, the applicant **must continue teaching in the postsecondary institution in Idaho** (college or university). This certificate is intended for college/university professors who teach cross-credited classes at their college/university to high school students, and not for teachers moving from college/university teaching to K-12 teaching.

# ABCTE PATHWAY

## 1. HOW THE PROFESSION IS ORGANIZED IN IDAHO

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### THE IDAHO EDUCATION SYSTEM

The Idaho State Department of Education provides Teaching certificates to individuals who successfully complete schooling at an accredited university, looking for reciprocity from teaching in another state, or having completed an alternative teaching certification program like ABCTE. Once you obtain a 5-year, renewable Idaho teaching certificate, continuing education requirement is 6 credits earned during the 5-year validity period.

\* Your Idaho teaching license will not work in other states: you have to reapply for certification in each state you move to.

### TYPES OF IDAHO TEACHING CERTIFICATES THROUGH ABCTE

The different certifications that are offered in Idaho are:

1. Biology (6-12)
2. Chemistry (6-12)
3. Elementary Education (K-12)
4. English (6-12)
5. General Science (6-12)
6. US and World History (6-12)
7. Mathematics (6-12)
8. Physics (6-12)
9. Special Education (K-12)

**It costs \$100 to apply for initial interim teaching certificates.**

## MARKET FOR TEACHERS IN IDAHO

There is a high demand for teachers that concentrate on teaching in science, math, special education, and bilingual classrooms. The average salary for teachers in Idaho varies; [click here](#) to find out more.

Private schools or public charters are other employment areas that are useful to look at. These schools do not always require the same standards as the Idaho State Department of Education to teach. Many of these schools however have low pay and benefits compared to public schools.

## 2. TIME AND COSTS

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The time and cost it takes to receive your Idaho teaching certificate depends on many factors, including:

- What agency you choose to evaluate your credentials, we recommend [World Education Service](#) (WES).
- The time it takes to have your degree issuing institute send your official records to WES.
- Also, a detailed and official description of classes you took is helpful.
- The cost and speed of services in the state of Idaho

Below, we provide a hypothetical scenario to outline the steps, costs, and time associated with the entire process that an individual will have to go through to become a teacher in Idaho. Please note, this is a general example out of many possibilities. Your experience will vary.

Step	More Efficient Scenario <i>Approximate Time and Cost</i>
1. <a href="#">Degree evaluation by a credential organization</a>	<ul style="list-style-type: none"> <li>● Your documents arrive and need translated</li> <li>● The credentialing organization completes your evaluation and sends it to ABCTE.</li> </ul>

	<ul style="list-style-type: none"> <li>• This process can take 1 to 6 months depending on how fast the issuing institution can send your official records.</li> <li>• + \$300</li> </ul>
2. <a href="#">Completing the ABCTE program</a>	<ul style="list-style-type: none"> <li>• Enrolling into the program, completing the work, passing the PTK Exam and Subject Area exam.</li> <li>• 1 – 1.5 years + \$1,900-2,850 depending on the plan you wish to enroll in without retaking exams. Retakes for PTK and Subject Area exams are \$195.</li> </ul>
3. <a href="#">Idaho State Teaching Requirements</a>	<ul style="list-style-type: none"> <li>• Apply for <a href="#">Non-Traditional Interim Certificate</a>: \$100</li> <li>• Complete fingerprint card: \$50</li> <li>• Complete teaching and 2-year mentorship requirements</li> <li>• 3 years + During this time you will be able to make money.</li> </ul>
4. <a href="#">Apply for Idaho Teaching Certificate</a>	<ul style="list-style-type: none"> <li>• Apply for five (5) year certification: \$75</li> <li>• Criminal Background Check: \$28.25</li> <li>• 2 weeks to 10 weeks</li> </ul>
	<p><b>More Efficient Total</b></p> <p><i>About 3-4 years + average \$3,400, does not include forgone costs of employment, and other living expenses.</i></p>

### 3. ELIGIBILITY FOR LICENSING

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#### OVERVIEW

There are three basic steps foreign-educated teachers must take in order to become certified in the state of Idaho:



**\*\*IMPORTANT NOTIFICATION:**

For ABCTE you will be required to receive a credential evaluation and have the report sent to ABCTE. We recommend having your credentials evaluated by World Education Services. However, there are a few other agencies that ABCTE accepts for credential evaluation. These include:

1. [American Association of Collegiate Registrars and Admissions Officers](#) (AACRAO)
2. [Association of International Credential Evaluators](#) (AICE)
3. [National Association of Credential Evaluation Services](#) (NACES)

Below, we will show an example of the process it would take to go through World Education Services.

**I. WORLD EDUCATION SERVICES' CREDENTIAL EVALUATION** [Back to Top](#)

**\* You will be required to receive a course-by-course evaluation of your foreign credentials\***

The following information has been provided by the World Education Services (WES). For more comprehensive information on WES's Credential Evaluation Services, please visit:

<https://www.wes.org>

**A. Complete WES Online Application and Submit Payment** [Back to Top](#)

*Application and Fee*

The following is a step-by-step process for applying to WES for a credential evaluation:

**Step 1:** Go to [http://www.wes.org/application/apply\\_now.asp](http://www.wes.org/application/apply_now.asp) and under "Step 1: Review the

Links Below” choose the country where you received your education from. It will show you a list of documents that you will be required to have sent to WES for an evaluation.

**Step 2:** Next, click on the [Apply Now](#) for use in the U.S. Once you do this, you will need to create an account with accurate information about you and your credentials.

**Step 3:** Once you have filled out all of your information you will be asked for which services you would like to choose. It is recommended that you choose the WES ICAP Course-by-Course evaluation. This costs **\$205**.

**Step 4:** Next, add the recipient that will be receiving your credential evaluation, which will be ABCTE:

The American Board  
Attn: Candidate Services  
641 S. Street NW, Suite 202c  
Washington, DC 20001

Upon receipt of your transcripts, you will receive an email from the ABCTE Records department stating that this requirement has been met.

**Step 5:** Select how you would like your evaluation sent, Standard, Overnight, 2<sup>nd</sup> Day Air, 3-5 Days... The price range can vary between \$10-35.

**Step 6:** Once you have completed your online application, you will receive a reference number that will need to be included in your documents sent to WES by your documents’ issuing institution. **MAKE SURE** that your issuing institution sends your documents correctly. Click [here](#) to see an example.

**Step 7:** Make sure that you follow the document submission checklist:

<http://www.wes.org/apply/popups.asp?where=documentchecklist>

**Step 8:** If your documents are not in English, you will need to receive an English translation of your documents. Please, see the section below.

***B. Translation of Documents through University Language Services***

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University Language Services translates transcripts, certificates, and diplomas. Your documents need to be translated and sent to WES before your evaluation can be completed. For the purpose of translating your documents, you can send a copy of your documents to University Language Services for a free quote on how much it will cost you to have your documents translated, please follow the link: <https://www.universitylanguage.com/quotes/>.

Once you have received your translated copies, communicate with University Language Services to have your translated copies sent to WES:

WES Reference No. \_\_\_\_\_

World Education Services

Attention: Documentation Center

64 Beaver St, #146

New York, NY 10004

U.S.A.

**II. ENROLL IN THE AMERICAN BOARD FOR THE CERTIFICATION OF TEACHER EXCELLENCE (ABCTE) PROGRAM**

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Once WES has successfully completed your evaluation and sent it to ABCTE, you are ready to apply to the ABCTE program. The following information has been provided by the ABCTE. For more comprehensive information about the ABCTE, please visit: <http://abcte.org/>

**A. ABCTE Program Overview**

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The American Board, also known as the American Board for the Certification of Teacher Excellence (ABCTE), offers certification in 10 different subjects. The general outline for the program is candidates have to have a bachelor's degree or higher, submit your WES evaluation for review, pass standard background check, complete online study and test readiness webinars, participate Prepare to Teach workshops, successfully pass the Professional Teaching Knowledge (PTK) exam, and pass the Subject Area exam. The PTK and subject area exams will be taken at Pearson Vue Testing Centers.

Click a subject below for more information on the requirements to certify in that subject. Please note, not all subjects are available in every state.

[Biology](#)

[Chemistry](#)

[Elementary Education](#)

[English Language Arts \(ELA\)](#)

[General Science](#)

[History](#)

[Mathematics](#)

[Physics](#)

[Reading Endorsement](#)

[Special Education](#)

#### ***ABCTE Plus vs. Premium Plan***

In 4 of ABCTE's offered subjects (Biology, English Language Arts, Mathematics, and Special Education), they offer two variations of the program, Plus and Premium.

The **Plus** program provides students with the information they need to learn and pass the subject area exam and the Professional Teaching Knowledge (PTK) exam.



The **Premium** program provides students with everything included with the Plus program, along with additional study materials and practice tests. The Premium program also includes a job counseling webinar and workbook to assist our students with job hunting.

\*Chemistry, General Science, Elementary Education, History, and Physics certifications are only available in Plus.

\*\*Plus and Premium students take the same exams and receive the same certification upon passing.

### ***ABCTE Pricing and Time***

Program fee includes enrollment and document processing, Professional Teaching Knowledge (PTK) and subject area study plans, Prepare to Teach workshops, online study & test readiness webinars, practice exams for PTK and subject area, PTK exams and subject area exam testing fee at Pearson Vue Testing Centers.

**Promotional Pricing:** ABCTE offers weekly promotional pricing on their programs that can reduce the cost of the Plus program to as low as **\$1900**, depending on the week. **IMPORTANT NOTE: Promotional pricing is for a one-time payment (due upon enrollment) and cannot be applied to installment payment plans.** Click a subject area above or [visit ABCTE home page](#) to see this week's promotional pricing.

**Non-Promotional Pricing:** If you are unable to pay for the program at one time, you will be able to pay via installment plan for the full-cost of the program, which is **\$2,850** for a Plus certification and **\$3,050** for a Premium certification. See below for payment information.

\* Promotional pricing is not available for third-party vendors.

\*\* Students will be given one year to finish the program and one 6-month extension if needed.

### ***Payment Options***

Students can pay for the American Board in the following ways:

1. **One-time payment.** The American Board often offers promotional pricing on one-time payments. One-time payments can vary from \$1900-\$2400, depending on the program you choose and the current promotion. Current one-time payment prices can be found on each subject area page.
2. **Installment payment plans.** If you are unable to make a one-time payment, we offer installment payment plans. These plans divide the full-cost of the program (promotional pricing not available for installment plans) over 8 monthly payments.  
[Click here for more information on installment payment plans.](#)
3. We offer **financial aid** to those students that qualify under the USDA's reduced school lunch income eligibility guidelines. This significantly reduces the cost of the program. Students can then pay for the program in one payment or with an installment plan  
[Click here for more information on financial aid.](#)

***B. Requirements for Enrolling into ABCTE***

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The following is a step by step process to enrolling into the ABCTE Program.

1. In order to enroll in the ABCTE program, you will need to make sure that you meet the American Board's requirements:

- a. Hold a Bachelor's degree or be within 6 months of receiving your Bachelor's degree. Your degree does not need to be in the subject you wish to teach.
  - b. Once enrolled you will need to have your WES evaluation sent to the ABCTE program.\*
  - c. International background check: Submit a letter from your local police or government jurisdiction verifying that you have not committed any felonies or misdemeanors while living in that jurisdiction.\*  
  
\*Your international background check letter and WES Credential Evaluation should be sent to the American Board, ATTN: Candidate Services; 641 S. Street, Suite 202C; Washington, DC 20001.
2. Next, you will need to select the state that you want to teach in. For Idaho, please click [here](#).
  3. Select the subject which you would like to be certified to teach in. The options are:
    - a. [Biology \(6-12\)](#)\*
    - b. [Chemistry \(6-12\)](#)\*
    - c. [Elementary Education \(K-8\)](#)\*\*\*\*
    - d. [English Language Arts \(6-12\)](#)
    - e. [General Science \(6-12\)](#)\*
    - f. [History \(6-12\)](#)\*\*
    - g. [Mathematics \(6-12\)](#)
    - h. [Physics \(6-12\)](#)\*
    - i. [Reading Endorsement \(K-12\)](#)\*\*\*\*\*
    - j. [Special Education \(K-12\)](#)\*\*\*

\*Candidates who are seeking an endorsement in Natural Science in Idaho must choose biology, physics or chemistry on their application upon enrollment and pass that selected single subject science assessment in addition to ABCTE general science assessment and PTK assessment.

\*\*In order to obtain a History endorsement in Idaho, candidates must complete both the U.S. History and the World History assessments in addition to passing the PTK assessment.

\*\*\*In order to be a special education teacher in Idaho, a candidate must obtain an Exceptional Child certificate with a Generalist K-12 endorsement. To obtain this certificate and endorsement through ABCTE a candidate must complete the PTK assessment, the elementary multiple subjects assessment and the special education assessment.

\*\*\*\*For candidates looking to become certified in Elementary Education, please note that your certification will cover grades K-8. If you are seeking to teach at the middle school level, you will be required to take the Middle School Praxis Exam for a specific content area.

\*\*\*\*\*Reading Endorsement is an add-on only, meaning you cannot certify in reading alone. See the Reading Endorsement page above for more information.

4. Once you have selected the subject area that you would like to be certified in, please read through the requirements to earn that certification.
5. Next, you will need to register for the ABCTE program.

### ***C. Register for ABCTE***

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Please, register and create an account with ABCTE to access a free trial of the course materials. Click [here](#).

The [ABCTE Program Checklist](#) is also a helpful guide that you can use to track your progress in

the program and it gives you a week-by-week checklist of things that you will complete while in the course.

***D. ABCTE PTK Examination***

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\*The following information has been provided by the ABCTE. You are required to download and read their [Professional Teaching Knowledge Study Plan](#).

PTK Exam Fee

The first PTK exam fee is included in your ABCTE fees. If you fail the exam, you have 3 additional times to take the exam for a fee of **\$195**, payable to ABCTE. This can be paid in your [American Board Dashboard \(Mypass\)](#) account that you set up when you enroll into ABCTE.

General Testing Content

The Professional Teaching Knowledge exam is designed to assess a new teacher’s knowledge of teaching-related criteria. Such knowledge is typically obtained in undergraduate preparation in areas such as human development, classroom management, instructional design and delivery techniques, assessment, and other professional preparation. This exam also contains a writing component that will evaluate a candidate’s ability to write to audiences they will most likely address as a teacher: parents, colleagues, and/or school administrators.

The PTK is a multiple-choice exam with a writing component. There are a total of 100 multiple choice questions with one written component. The time length for the test is 150 minutes for the multiple-choice part and 60 minutes for the written component. The following is the general exam summary:

<b>Content Domains</b>	<b>Approximate Percentage of Examination</b>
Instructional	18%

Effective Instructional Delivery	32%
Classroom Management and Organization	30%
Assessment	20%

The PTK writing component will consist of a prompt which in turn consists of several tasks. It is critical that you address every task to get a passing grade (4 or higher out of 6) on the writing component.

*PTK Registration Process*

Once you have been enrolled into the ABCTE program and have studied for the PTK exam, you will be able to take the exam by creating an account with Pearson Vue under the ABCTE program. Here, you will be able to schedule, reschedule, or cancel an exam. [Click Here](#), to schedule your PTK exam.

*PTK Practice Test*

Enrollment in the American Board program includes access to subject matter refresher courses, practice exams, and the Prepare to Teach workshops. Study plans also have writing and composition tools, and materials from a comprehensive database of recommended books, websites, and other media.

*Failing/Retaking the PTK*

A candidate has three attempts to pass the Professional Teaching Knowledge exam for an additional fee of **\$195** which is paid to ABCTE in your American Board Dashboard (Mypass) account. If the candidate fails the exam three times, they are no longer eligible to pursue a teacher’s certificate through ABCTE.

***E. Subject Area Examination***

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Since every subject area is different, there is no standard guide for these exams. You will be able to access your individual study plan through your Mypass account. If you have not enrolled and

would like specific information about Subject Area Examinations that apply to your interest, please contact an ABCTE counselor at 1-877-669-2228. Office hours for ABCTE are 9:00 AM - 6:00 PM EST Mon-Friday

***F. Receive ABCTE Certification***

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Once you have completed both the PTK and Subject Area Examinations, you will receive your ABCTE certification and will need to contact the Idaho State Department of Education to learn more about the steps you will need to complete in order to receive your teaching credentials.

**III. IDAHO STATE TEACHING REQUIREMENTS FOR ABCTE PARTICIPANTS**

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After finishing the ABCTE program and receiving an ABCTE certification, also known as the ABCTE Passport to Teaching, candidates are required to complete a mentoring component as a condition of full certification/endorsement through the state; however, a district administrator must complete the final evaluation of a candidate's performance. The following steps outline the process that it takes to use an ABCTE certificate in Idaho:

For more information about these requirements, please [click here](#).

1. The candidate **MUST** have successfully completed the ABCTE program and been issued the ABCTE "Passport to Teaching" certificate.

**NOTE:** It is highly recommended to provide potential hiring districts with a copy of the ABCTE "Passport to Teaching Certificate" and secure a position in the content area and grade level of certification **PRIOR** to application for an Idaho three (3)-year interim certificate. A candidate can assure the district that the state will have direct reciprocity with the ABCTE "Passport to Teaching" certificate and will issue the [three \(3\)-year interim certificate](#) upon application and clearance of a Criminal History Check (CHC).

2. Applicants must successfully pass a Criminal History Check for the Idaho Department of Education. For more information, [click here](#).
3. The candidate submits an application for an Idaho three (3)-year interim certificate/credential \$128 (**\$100 for the certification and \$28 for the background certification**) to the Idaho State Department of Education. [Click here](#) for more information on the interim certificate application.

**\*IMPORTANT NOTICE:** The Interim Certificates are valid for 3 years; you will need to find a job within one year of issuance of the Interim Certificate for this route to certification to work. Because of this, it is strongly recommended that you NOT apply for the Interim Certificate until a job is eminent. If a school district is hiring ABCTE applicants, the school should be able to accept their application for certification based on confirmation that they *qualify* for an Interim Certificate, proof would be the ABCTE Passport to Teaching.

4. Official transcripts and WES evaluation must be sent to the State Department of Education.
5. A confirmation letter showing employment in a state certified school.
6. Submit an ABCTE Professional Certificate letter.
7. While an Interim Certificate will be issued, the candidate is required to undergo Mentorship from a certified teacher. The candidate teaches in the content area and grade level of certification as a Teacher of Record and simultaneously completes a required 2-year mentoring program and 3 “projects”. The Mentor Checklist is as follows:
  - a. [Mentor Checklist](#):
    - i. [Classroom Observations](#) Followed by Teacher Reflection
      1. A minimum of three are required



2. Mentors are not responsible for the final assessment of proficiency, but instead will use the rubric to have instructional conversations after your observations
  3. Completion of this component is based upon achieving three full cycles of observation, reflection, and professional discussion with the teacher being mentored
- ii. [Performance Assessment Portfolio](#)
    1. Completion determined according to Performance Assessment Rubric; all required items for “proficient” are included
  - iii. [Literature Review of Best Practices in Content Area](#)
  - iv. [Impact on Student Learning Project](#)
    1. Proficiency determined according to Impact on Student Learning Rubric Evaluator Checklist
  - v. [Evaluator Checklist](#)

\*Idaho Comprehensive Literacy Course/Assessment (All candidates with the All Subjects K-8 and/or Special Education endorsements)

The Idaho Comprehensive Literacy Course (ICLC) is offered through university provided at a variety of venues throughout Idaho. The Idaho Comprehensive Literacy requirements can be fulfilled by completing and passing an in-person or online course, or by successful completion of the Idaho Comprehensive Literacy Assessment. Please visit the English Language Arts/Literacy page for additional information.

\*\*Mathematical Thinking for Instruction/Teaching Mathematical Thinking (All candidates with ALL Subjects and/or Mathematics endorsements)

The Mathematical Thinking for Instruction (MTI)/Teaching Mathematical Thinking (TMT) is a three-credit course that gives Idaho teachers and administrators the best practices and teaching strategies they need to help all

students succeed in math. Please visit the Mathematics page for additional information on the course and course providers.

8. Upon successful completion of the mentoring program, the candidate can apply for the full five (5)-year, \$75, renewable certificate/credential. For more information, please [click here](#).

#### 4. OTHER CAREERS AND CREDENTIALS

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Up to now, this guide has explained the steps for WES Evaluation, ABCTE Program, and Idaho Teaching Certification.

##### TRANSITIONAL BILINGUAL CERTIFICATE

Idaho does issue a Bilingual Education K-12 endorsement that can be placed on a Standard Elementary or Standard Secondary Certificate. The Bilingual endorsement is not specific to any particular language, and requires completion of an Idaho-approved Bilingual Education teacher certification program to add the endorsement.

Another essential part of becoming an ESL instructor in Idaho is graduating from an approved teacher education program in Bilingual Education/ESL/TESOL. The State Board of Education considers graduates of teacher education programs offered by institutions that are approved by [CAEP \(Council for the Accreditation of Educator Preparation\)](#) as meeting the Idaho ESL certification requirements.

The teacher education program will focus on the pedagogy of ESL, and may be combined with, or separate from, your major course of study. Classes you will take include subjects such as:

- ESL theory and practice
- Developing lesson plans for English language learners
- ESL assessments and evaluations

- Teaching students from diverse cultural backgrounds
- ESL practicum or student teaching

#### OTHER CAREER OPPORTUNITIES RELATED TO TEACHING

The Idaho State Department of Education has a variety of positions open within the teaching industry. Not all of these positions require certification, but all of them have specific requirements that you will need in order to obtain a position.

#### UNIVERSITY TEACHER

If an individual is teaching a subject at an Idaho university and holds a master's degree or higher in that subject, they may apply for a Postsecondary Specialist Certificate (see: <http://www.sde.idaho.gov/cert-psc/cert/apply/postsecondary.html>). However, please note that for the Postsecondary Certificate to remain valid, the applicant **must continue teaching in the postsecondary institution in Idaho** (college or university). This certificate is intended for college/university professors who teach cross-credited classes at their college/university to high school students, and not for teachers moving from college/university teaching to K-12 teaching.

#### TEACHER'S AIDE: PARAPROFESSIONAL TRAINING

Teacher's Aides, or Paraprofessionals, help teachers with administrative work in the classroom. They provide support to small groups and/or individual students with special needs. Anyone can become a paraprofessional; however, it is up to the individual Idaho school districts to set the requirements for their paraprofessionals, so they will be subject to any hiring rules of the school districts.

#### SUBSTITUTE TEACHING

Idaho State Department of Education does not require substitute teachers to have a permit or certification, but requirements for substitutes are different from one school district to the next.

Please, follow the link to find out what each district requires. [Click Here](#).

## 5. BEYOND LICENSING

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Here are a few more things to think about if you are considering teaching certification:

### JOINING A PROFESSIONAL ASSOCIATION

- **State:** [Idaho Education Association](#)
- **National:** [National Education Association](#)

There are many other professional associations that bring together teachers based on different characteristics like subject matter, grades taught, ethnicity, gender, and religion.

### MAINTAINING LICENSURE

Once you obtain a 5-year, renewable Idaho teaching certificate, continuing education requirement is 6 credits earned during the 5-year validity period. For more information on certification renewal, please see: <http://www.sde.idaho.gov/cert-psc/cert/apply/renewal.html>

- [Teaching Certificate Renewal](#)
- [Reinstatement of Certificate](#)

### LICENSING MOBILITY (RECIPROCITY)

Idaho issues a 3-year Interim Certification to teachers certified from any state while your credentials are being evaluated by the Idaho Department of Education.. To learn more, [click here](#) or contact the Idaho State Department of Education: 208-332-6882.

## 6. IMPORTANT LINKS

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### REGULATION:

- [Idaho Department of Education](#). If you have any specific questions that are not in this guide, please contact them to speak with a clerk that can help you. You may talk over the phone or ask for an appointment. Ask what information you should bring with you if you make an

appointment.

#### FOREIGN DEGREE EVALUATION:

- [World Education Services](#)

#### TESTING:

- [Pearson Vue Testing Center](#)

### 7. TIPS

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#### USE APPROVED EVALUATION SERVICE

Use professional organizations approved by the Idaho State Department of Education and ABCTE, such as World Education Service. It is very helpful to send in supplemental information about the courses that you took and an explanation of what these classes were about.

#### REQUEST DOCUMENTS EARLY

You will be required to have the institution where you received your education send documents to WES for an evaluation. Make sure to send the request for information to be sent to WES as soon as possible. This process can take a long time! If it is not possible to get documents, contact Global Talent Idaho.

#### USE CERTIFIED TRANSLATOR

It is required that you have a professional organization translate your documents and send them to programs that require translations.

#### EXPLORE ALTERNATIVES

Try substitute teaching or working as a paraprofessional in the district where you would like to work. This will help you develop relationships with the administration and can lead to a more

permanent job offers.

### CONSIDER PRIVATE SCHOOLS

Private schools have the ability to be a little more flexible about teaching requirements. Contact local private schools for more information. [Click here](#) to find out what private schools are in Idaho.

# TEACH FOR AMERICA PATHWAY

## 1. HOW THE PROFESSION IS ORGANIZED IN IDAHO

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### THE IDAHO EDUCATION SYSTEM

The Idaho State Department of Education provides Teaching certificates to individuals who successfully complete schooling at an accredited university, looking for reciprocity from teaching in another state, or having completed an alternative teaching certification program like TFA. Once you obtain a 5-year, renewable Idaho teaching certificate, continuing education requirement is 6 credits earned during the 5-year validity period.

\* Your Idaho teaching license will not work in other states: you have to reapply for certification in each state you move to.

### TYPES OF IDAHO TEACHING CERTIFICATIONS THROUGH TEACH FOR AMERICA

The different certifications that are offered in Idaho are:

- Biology
- Anatomy & Physiology
- Earth Sciences
- Health Careers
- Math
- Tech Education
- English
- Special Education
- Elementary

**It costs \$100 to apply for interim and standard teaching certificates.**

## MARKET FOR TEACHERS IN IDAHO

There is a high demand for teachers that concentrate on teaching in science, math, special education, and bilingual classrooms. The average salary for teachers in Idaho varies; [click here](#) to find out more.

Private schools or public charters are other employment areas that are useful to look at. These schools do not always require the same standards as the Idaho State Department of Education to teach. Many of these schools however have low pay and benefits compared to public schools.

## 2. TIME AND COSTS

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The time and cost it takes to receive your Idaho teaching certificate depends on many factors, including:

- What agency you choose to evaluate your credentials, we recommend [World Education Service](#) (WES).
- The time it takes to have your degree issuing institute send your official records to WES.
- Also, a detailed and official description of classes you took is helpful.
- The cost and speed of services in the state of Idaho

Below, we provide a hypothetical scenario to outline the steps, costs, and time associated with the entire process that an individual will have to go through to become a teacher in Idaho. Please note, this is a general example out of many possibilities. Your experience will vary.

Step	More Efficient Scenario <i>Approximate Time and Cost</i>
1. <a href="#">Degree evaluation by a credential organization</a>	<ul style="list-style-type: none"> <li>• Receive WES Credential Evaluation</li> <li>• Your documents arrive and need translated</li> <li>• The credentialing organization completes your evaluation and sends it to TEACH FOR AMERICA.</li> </ul>



	<ul style="list-style-type: none"> <li>● This process can take 1 to 6 months depending on how fast the issuing institution can send your official records.</li> <li>● + \$300</li> </ul>
<p>2.</p> <p><a href="#">Completing the Teach For America program</a></p>	<ul style="list-style-type: none"> <li>● Application to Teach For America is Free!</li> <li>● Two month training in the summer, and a two year teaching opportunity where you take a total of 12 credit courses and a Praxis II testing.</li> <li>● Praxis Subject Assessment exam-\$120-150</li> <li>● Onboarding:             <ul style="list-style-type: none"> <li>● Praxis Exams: \$150-375 (depending on subject area)</li> <li>● Praxis study resources: \$0-75</li> <li>● Transcripts (3 copies): \$0-75</li> <li>● Book Travel to Region and Institute: approximately \$750</li> <li>● Estimated Total: \$1,275</li> </ul> </li> <li>● During Institute:             <ul style="list-style-type: none"> <li>● Housing Costs: \$1,500-2,500 (first and last month's rent and security deposit)</li> <li>● Supplemental Food: \$300</li> <li>● Estimated Total: \$2,800</li> </ul> </li> <li>● Post Institute:             <ul style="list-style-type: none"> <li>● Furniture: \$500</li> <li>● Setting up your classroom: \$200</li> <li>● Estimated Total: \$1,300</li> </ul> </li> </ul>
<p>3.</p> <p><a href="#">Idaho State Teaching Requirements</a></p>	<ul style="list-style-type: none"> <li>● Idaho Department of Education Fingerprinting: \$50</li> <li>● Interim Certificate: \$100</li> <li>● Estimated Total: \$150</li> <li>● Complete teaching and 2-year mentorship requirements</li> <li>● 3 years + During this time you will be able to make money.</li> </ul>

<p>4.</p> <p><a href="#">Apply for Idaho Teaching Certificate</a></p>	<ul style="list-style-type: none"> <li>● Apply for five (5) year certification: \$75</li> <li>● Criminal Background Check: \$28.25</li> <li>● 2 weeks</li> </ul>
	<p><b>More Efficient Total</b></p> <p><i>About 3 years + average \$11,000</i></p>

### 3. ELIGIBILITY FOR LICENSING

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#### OVERVIEW

There are four steps foreign-educated teachers must take in order to become certified in the state of Idaho:



#### **\*\*IMPORTANT NOTIFICATION:**

For Teach For America you will be required to receive a credential evaluation and have the report sent to Teach For America. We recommend having your credentials evaluated by World Education Services. However, there are a few other agencies that Teach For America accepts for credential evaluation. These include:

1. [American Association of Collegiate Registrars and Admissions Officers](#) (AACRAO)
2. [Association of International Credential Evaluators](#) (AICE)
3. [National Association of Credential Evaluation Services](#) (NACES)

Below, we will show an example of the process it would take to go through World Education Services.

## **I. WORLD EDUCATION SERVICES' CREDENTIAL EVALUATION** [Back to Top](#)

**\* You will be required to receive a course-by-course evaluation of your foreign credentials.**

Applicants who have degrees or coursework from foreign universities must have their transcripts translated to English (if applicable) and a 4.0 grade scale. These transcripts are not required at the time of the initial application, but must be uploaded should an applicant be invited to a final interview, prior to the final interview according to the specified deadline. For the initial application, GPA by year is self-reported, so obtaining the translated transcripts early could be helpful but is not required.

The following information has been provided by the World Education Services (WES). For more comprehensive information on WES's Credential Evaluation Services, please visit:

<https://www.wes.org>

### ***A. Complete WES Online Application and Submit Payment*** [Back to Top](#)

#### *Application and Fee*

The following is a step-by-step process for applying to WES for a credential evaluation:

**Step 1:** Go to [http://www.wes.org/application/apply\\_now.asp](http://www.wes.org/application/apply_now.asp) and under "Step 1: Review the Links Below" choose the country where you received your education from. It will show you a list of documents that you will be required to have sent to WES for an evaluation.

**Step 2:** Next, click on the [Apply Now](#) for use in the U.S. Once you do this, you will need to create an account with accurate information about you and your credentials.

**Step 3:** Once you have filled out all of your information you will be asked for which services you would like to choose. It is recommended that you choose the WES ICAP Course-by-Course evaluation. This costs **\$205**.

**Step 4:** Next, add the recipient that will be receiving your credential evaluation, which will be Teach For America.

Upon receipt of your transcripts, you will receive an email from the Teach For America Records department stating that this requirement has been met.

**Step 5:** Select how you would like your evaluation sent, Standard, Overnight, 2<sup>nd</sup> Day Air, 3-5 Days... The price range can vary between \$10-35.

**Step 6:** Once you have completed your online application, you will receive a reference number that will need to be included in your documents sent to WES by your documents' issuing institution. **MAKE SURE** that your issuing institution sends your documents correctly. Click [here](#) to see an example.

**Step 7:** Make sure that you follow the document submission checklist:

<http://www.wes.org/apply/popups.asp?where=documentchecklist>

**Step 8:** If your documents are not in English, you will need to receive an English translation of your documents. Please, see the section below.

### ***B. Translation of Documents through University Language Services***

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University Language Services translates transcripts, certificates, and diplomas. Your documents need to be translated and sent to WES before your evaluation can be completed. For the purpose of translating your documents, you can send a copy of your documents to University Language Services for a free quote on how much it will cost you to have your documents translated, please follow the link: <https://www.universitylanguage.com/quotes/>.

Once you have received your translated copies, communicate with University Language Services to have your translated copies sent to WES:

WES Reference No. \_\_\_\_\_

World Education Services

Attention: Documentation Center

64 Beaver St, #146

New York, NY 10004

U.S.A.

## II. ENROLL IN THE TEACH FOR AMERICA PROGRAM

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Once WES has successfully completed your evaluation and sent it to Teach For America, you are ready to apply to the Teach For America program. The following information has been provided by the Teach For America. For more comprehensive information about the Teach For America, please visit: <https://www.teachforamerica.org/>

### *A. Teach for America Program Overview*

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Teach For America selects a corps of recent college graduates, graduate students, and professionals to teach for two years and help students in low-income communities to make the academic progress that will expand their opportunities for the future.

If you are selected to participate in Teach For America, you need to choose the region in which you would like to serve, attend a 2 month summer orientation, successfully take and pass the Praxis Subject Assessment examination, and teach for two years under the mentorship of a certified Idaho teacher. It is also IMPORTANT TO NOTE that you might not be able to teach in the region where you currently reside. You are given choices of where you would like to teach, but the overall decision is made by Teach For America.

**It is important to note**, Teach For America does not employ teachers nor does it pay you for all of your summer training. The school districts that you are hired by will pay you and Teach For America pays for the summer training course, room, board, and transportation to and from schools where you will be teaching during your two months. You will need to incur the costs for

transportation to summer training, and all other expenses associated with summer training.

The areas of study that you can choose to teach in Idaho are:

1. Biology
2. Anatomy & Physiology
3. Earth Sciences
4. Health Careers
5. Math
6. Tech Education
7. English
8. Special Education
9. Elementary

**\*FOR MORE INFORMATION ABOUT TEACH FOR AMERICA THAT INCLUDES REGIONAL AND SUBJECT PLACEMENT, FINANCIAL RESOURCES WHILE YOU ARE TRAINING AND MORE, PLEASE [CLICK HERE!](#)**

### *Pricing and Time*

All corps members must pass the Praxis II testing exams required for their content area in order to receive their interim certificate. The summer before you begin teaching, Teach For America Idaho hosts a one-week training session in Idaho. As well, all corps members attend summer institute, a hands-on training program. After you pass the Praxis Assessment, you will need to be hired to teach for two years while completing college level courses.

During their first year, corps members take two courses (six credits) designed specifically for Teach For America Idaho teachers at Boise State University.

During their second year, corps members take six graduate-level credits or equivalent to fulfill certification requirements. Additionally, they must complete state-required documentation of

teaching competency. In the spring of their second year, all documentation is submitted and corps members receive their initial (permanent) certificate.

The training session is typically the last week in May. During this training, we will strengthen our commitment to teaching in Idaho through exploring our program's three pillars: Committed, Connected, and Inspired.

***Onboarding:***

Praxis Exams: \$150-375 (depending on subject area)

Praxis study resources: \$0-75

Transcripts (3 copies): \$0-75

Book Travel to Region and Institute: approximately \$750

***Month Before Institute:***

Idaho Department of Education Fingerprinting: \$50

Interim Certificate: \$100

Estimated Total: \$150

***During Institute:***

Housing Costs: \$1,500-2,500 (first and last month's rent and security deposit)

Supplemental Food: \$300

Estimated Total: \$2,800

***Post Institute:***

Furniture: \$500

Setting up your classroom: \$200

Estimated Total: \$1,300

\*Corps members will not receive their first paycheck until September 30th. Budgeting for living expenses through September is essential.

### ***Compensation and Benefits***

Corps members are full-time teachers employed by school districts. They receive full salaries and the same comprehensive health benefits as other beginning teachers. Additional funding may be available for individuals who need help with relocation, testing, start-up costs. The compensation for Teach for America can be as follows:

#### ***B. Requirements for Enrolling into Teach For America***

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The following is a step by step process to enrolling into the Teach For America program. In order to enroll in the Teach For America program, you will need to make sure that you meet the requirements:

1. Hold a Bachelor's degree or be within 6 months of receiving your Bachelor's degree. Your degree does not need to be in the subject you wish to teach.
2. Must have a minimum cumulative GPA of 2.5 or equivalent to with an applicant's international degree.
3. You must be a citizen, national/legal resident, or DACA status individual.
4. Once enrolled you will need to have your WES evaluation sent to the Teach For America program.\*
5. Background check: This will be done by Teach For America.

#### ***C. Apply for Teach For America and Process Overview***

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In order to successfully join the Teach For America program, you must follow the admissions process: For more information about the application process, please follow this [link](#).

1. Online Application:
  - a. You will want to create an account by clicking “Start My Application” under the “Apply” dropdown on the top right corner of the Teach For America website. [www.teachforamerica.org](http://www.teachforamerica.org). You will be able to access the application through the account that you registered.
  - b. You will need to complete the four sections of the online application:



- i. Personal Information
    - ii. Academic History
    - iii. Leadership Experience
    - iv. Why Teach For America
  - c. Submit your resume. The following link is an example of an acceptable resume.
  - d. Review and Submit your application.
2. Phone Interview:
  - a. After your application has been submitted, you will be notified that your application was received. During this time, you will wait to receive an email that invites you to a phone interview. For this, you will sign up for a date and time on the Applicant Center of your account. The dates and times are first come, first served.
  - b. Make sure that the phone number that you provide is the phone number that you will have access to during the time and date you requested for an interview.
  - c. After signing up for the interview, you will see the confirmation of the date and time after you sign up. You will not receive an email, please make sure you write down the date and time.  
**\*IMPORTANT NOTE: When Teach For America calls for the interview it will show up as a blocked call on your phone. Please, make sure that you answer the phone.**
  - d. If you are invited to continue the application process you will need to provide Teach For America the contact information for two recommendations and one reference
    - i. Recommenders: Should be someone who supervised you in a professional, academic, or extracurricular activity. Friends, family members, family friends, and colleagues/peers are not recommended. If you are currently working, select your current manager.
    - ii. Reference: These may or may not be contacted and do not have to complete an Online Recommendation Form. They will be contacted by

phone for information about you. It is also important to not have recommenders be references. They must all be separate individuals.

3. Online Activity:

- a. All applicants that are invited to attend a final interview must complete an online activity that consists of multiple-choice and short answer questions.
  - i. You will need to complete this all at once. It will take at least 2 hours.
  - ii. You will be given three days to complete the online activity. **If you do not complete it within three days you will not be allowed to come to the interview.**

4. Final Interviews:

- a. If you successfully complete the online activity, you will be able to sign up for a final interview at the Applicant Center.
- b. You will be able to choose an in-person or online interview.
- c. You will be required to have four forms that will need to be completed.
  - i. Both of your Online Recommendation Forms
  - ii. Your Coursework Information Form
  - iii. Your Assignment Preference Form
- d. The interview day consists of:
  - i. A sample teaching lesson that you will show the interviewers, this takes about five-minutes.
  - ii. A group activity
  - iii. An information session about Teach For America's mission
  - iv. A personal interview where you will discuss specific experiences listed on your application
- e. 10-12 applicants attend each interview day, along with two interviewers
- f. Make sure to upload one scanned **official** transcript from every college of university that you have attended.
- g. Upload photocopies of your ID and employment eligibility.

**\*If you are invited for a final interview, you will receive detailed instructions on your status page about what you need to be successful in the interview.**

5. Receiving admissions into the program:
  - a. After 3-4 weeks after the interview you will receive your final admissions decision. If you are offered a teaching position, you will have 2 weeks to respond to your offer. This will all be notified through your status page. **Notification dates will be after 8pm on November 4, January 6, March 17, and April 25. You will be assigned a region and a subject area, this is where you can decline or accept the offer.**
6. Summer Training:
  - a. All accepted Teach For America individuals will be required to attend a 2 month summer training session. This session will include the following:
    - i. Five-day regional induction
    - ii. Five to eight week residential institute training and teaching summer school.
    - iii. One to two week regional orientation.
  - b. You will be required to live in the area of orientation. For Idaho, you will be sent to Oklahoma.
  - c. You will not be paid during summer training, we will provide room and meals in local university housing. In most cases, special accommodations are available for corps members with partners and families. While the institute is a rigorous and intensive experience, you will have free time during weekends to socialize and explore your institute city. Read more about [need-based transitional loans and grants](#) or use our [regional comparison tool](#) to estimate your expenses.
  - d. For more information about the Summer Training, please [click here](#).

### III. PRAXIS SUBJECT ASSESSMENTS EXAMINATION

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You will need to take the PRAXIS Subject Assessment prior to teaching. This can also be before your summer training. Teach For America will help you with this process. For more information

about the overall Praxis Subject Assessment, you are required to read [The Praxis Series Information Bulletin](#).

#### Praxis Subject Assessment Overview

The Praxis Subject Assessments measures knowledge of specific subjects that K–12 educators will teach, as well as general and subject-specific teaching skills and knowledge.

#### Praxis Subject Assessment Exam Fee

The Praxis Subject Assessment exams are based off of the specific area in which you are choosing to teach or have an endorsement in. Prices vary based on the subject matter that you will take. For teaching fees, please [click here](#).

#### *Praxis Subject Assessment General Testing Content*

Since every test is based on a different subject matter, you will need to look up the specifics of the exam you will take. For more information about what tests are offered in Idaho and the detailed outline of these tests, [click here](#).

#### *Praxis Subject Assessment Registration Process*

For a detailed outline about how to register for the Praxis Subject Assessment, please [click here](#). For more information about where to test in your area, please [click here](#).

#### *Praxis Subject Assessment Practice Test*

For free and low-cost test preparation materials including study companions, videos, webinars, and interactive practice tests follow the link: [www.ets.org/praxis/prepare](http://www.ets.org/praxis/prepare)

#### *Failing/Retaking the Praxis Subject Assessment Exam*

You may retake a Praxis test once every 21 days, not including your initial test date. (**Note:** If you take a combined test, such as the Elementary Education: Multiple Subjects Test or the PA Grades 4–8 Core Assessment, you cannot retake a subtest until after the 21-day period.)

This applies even if you canceled your scores on a test taken previously. If you violate this restriction, the scores from your retest will not be reported and your test fees will not be refunded.

### ***Important Information***

- If you test in Idaho, your score report will be sent automatically to the Idaho State Department of Education. If you test outside of Idaho, select the Idaho State Department of Education (state code 8636) as a score recipient when you register or on an additional score report request.
- Idaho requires a Social Security number (SSN) in order to process educator certification paperwork. ETS does not require your SSN for its own purposes, but will submit it to Idaho with your test results. Failure to provide your SSN could delay processing of your certification application.
- As of the 2014–15 testing year, ETS discontinued paper-delivered testing. However, tests will be available in a paper-delivered format as required for ADA accommodations. All scores for previously administered paper-delivered tests are reportable for 10 years from the date the test was taken.

## **IV. IDAHO STATE TEACHING REQUIREMENTS FOR TFA PROGRAM** [Back to Top](#)

After finishing the Teach For America program and receiving a Teach For America recommendation, certification candidates are required to complete a 2-year mentoring component as a condition of full certification/endorsement through the state; however, a district

administrator must complete the final evaluation of a candidate's performance. The following steps outline the process that it takes to use a Teach For America certificate in Idaho:

1. The candidate **MUST** have successfully completed the Teach For America Training Institute (Summer Training) and pass the applicable Praxis Subject Assessment content area exam. Once a candidate has done this, they will receive a Teach For America Verification of Completion letter.
  - a. This is the recommendation that will be sent to the Idaho State Department of Education for approval to sign up for the interim certification.
2. Applicants must successfully pass a Criminal History Check for the Idaho Department of Education. For more information, [click here](#).
3. The candidate submits an application for an Idaho three (3)-year interim certificate/credential \$128 (**\$100 for the certification and \$28 for the background certification**) to the Idaho State Department of Education. [Click here](#) for more information on the interim certificate application.

**\*IMPORTANT NOTICE:** The Interim Certificates are valid for 3 years. Through the Teach for America program, you will be assigned a teaching position through a state certified school.
4. Official transcripts and WES evaluation must be sent to the State Department of Education.
5. A confirmation letter showing employment in a state certified school.
6. Submit a Teach for America verification letter.

7. In order to qualify for a five year renewable Idaho certificate, the candidate must complete a state board approved mentor program and meet all requirements listed for the specific certificate and endorsement areas.

The state board approved mentor program must be conducted for two years during the three year interim certificate in order to qualify for the five year renewable Idaho certificate. All of your artifacts from your mentor program are to be reviewed with your mentor and/or evaluator. It is not required that you submit them to the State Department of Education as evidence; however, it is recommended that you keep them for your professional records.

**\*Idaho Comprehensive Literacy Course/Assessment (All candidates with the All Subjects K-8 and/or Special Education endorsements)**

The Idaho Comprehensive Literacy Course (ICLC) is offered through university provided at a variety of venues throughout Idaho. The Idaho Comprehensive Literacy requirements can be fulfilled by completing and passing an in-person or online course, or by successful completion of the Idaho Comprehensive Literacy Assessment. Please visit the English Language Arts/Literacy page for additional information.

**\*\*Mathematical Thinking for Instruction/Teaching Mathematical Thinking (All candidates with ALL Subjects and/or Mathematics endorsements)**

The Mathematical Thinking for Instruction (MTI)/Teaching Mathematical Thinking (TMT) is a three-credit course that gives Idaho teachers and administrators the best practices and teaching strategies they need to help all students succeed in math. Please visit the Mathematics page for additional information on the course and course providers.

TO ACCESS ALL OF THESE RESOURCE FILES, PLEASE [CLICK HERE](#)

8. Upon successful completion of the mentoring program, the candidate can apply for the full five (5)-year, \$75, renewable certificate/credential. For more information, please

[click here.](#)

#### 4. OTHER CAREERS AND CREDENTIALS

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Up to now, this Guide has explained the steps for WES Evaluation, Teach For America Program, and Idaho Teaching Certification.

##### TRANSITIONAL BILINGUAL CERTIFICATE

Idaho does issue a Bilingual Education K-12 endorsement that can be placed on a Standard Elementary or Standard Secondary Certificate. The Bilingual endorsement is not specific to any particular language, and requires completion of an Idaho-approved Bilingual Education teacher certification program to add the endorsement.

Another essential part of becoming an ESL instructor in Idaho is graduating from an approved teacher education program in Bilingual Education/ESL/TESOL. The State Board of Education considers graduates of teacher education programs offered by institutions that are approved by [CAEP \(Council for the Accreditation of Educator Preparation\)](#) as meeting the Idaho ESL certification requirements.

The teacher education program will focus on the pedagogy of ESL, and may be combined with, or separate from, your major course of study. Classes you will take include subjects such as:

- ESL theory and practice
- Developing lesson plans for English language learners
- ESL assessments and evaluations
- Teaching students from diverse cultural backgrounds
- ESL practicum or student teaching



## OTHER CAREER OPPORTUNITIES RELATED TO TEACHING

The Idaho State Department of Education has a variety of positions open within the teaching industry. Not all of these positions require certification, but all of them have specific requirements that you will need in order to obtain a position.

### UNIVERSITY TEACHER

If an individual is teaching a subject at an Idaho university and holds a master's degree or higher in that subject, they may apply for a Postsecondary Specialist Certificate (see: <http://www.sde.idaho.gov/cert-psc/cert/apply/postsecondary.html>). However, please note that for the Postsecondary Certificate to remain valid, the applicant **must continue teaching in the postsecondary institution in Idaho** (college or university). This certificate is intended for college/university professors who teach cross-credited classes at their college/university to high school students, and not for teachers moving from college/university teaching to K-12 teaching.

### TEACHER'S AIDE: PARAPROFESSIONAL TRAINING

Teacher's Aides, or Paraprofessionals, help teachers with administrative work in the classroom. They provide support to small groups and/or individual students with special needs. Anyone can become a paraprofessional; however, it is up to the individual Idaho school districts to set the requirements for their paraprofessionals, so they will be subject to any hiring rules of the school districts.

### SUBSTITUTE TEACHING

Idaho State Department of Education does not require substitute teachers to have a permit or certification, but requirements for substitutes are different from one school district to the next. Please, follow the link to find out what each district requires. [Click Here](#).

## 5. BEYOND LICENSING

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Here are a few more things to think about if you are considering teaching certification:

## JOINING A PROFESSIONAL ASSOCIATION

- **State:** [Idaho Education Association](#)
- **National:** [National Education Association](#)

There are many other professional associations that bring together teachers based on different characteristics like subject matter, grades taught, ethnicity, gender, and religion.

## MAINTAINING LICENSURE

Once you obtain a 5-year, renewable Idaho teaching certificate, continuing education requirement is 6 credits earned during the 5-year validity period. For more information on certification renewal, please see: <http://www.sde.idaho.gov/cert-psc/cert/apply/renewal.html>

- [Teaching Certificate Renewal](#)
- [Reinstatement of Certificate](#)

## LICENSING MOBILITY (RECIPROCITY)

Idaho issues a 3-year Interim Certification to teachers certified from any state while your credentials are being evaluated by the Idaho Department of Education.. To learn more, [click here](#) or contact the Idaho State Department of Education: 208-332-6882.

## 6. IMPORTANT LINKS

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### REGULATION:

- [Idaho Department of Education](#). If you have any specific questions that are not in this guide, please contact them to speak with a clerk that can help you. You may talk over the phone or ask for an appointment. Ask what information you should bring with you if you make an appointment.

### FOREIGN DEGREE EVALUATION:

- [World Education Services](#)

TESTING:

- [Pearson Vue Testing Center](#)

**7. TIPS**

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USE APPROVED EVALUATION SERVICE

Use professional organizations approved by the Idaho State Department of Education and Teach For America, such as World Education Service. It is very helpful to send in supplemental information about the courses that you took and an explanation of what these classes were about.

REQUEST DOCUMENTS EARLY

You will be required to have the institution where you received your education send documents to WES for an evaluation. Make sure to send the request for information to be sent to WES as soon as possible. This process can take a long time! If it is not possible to get documents, contact Global Talent Idaho.

USE CERTIFIED TRANSLATOR

It is required that you have a professional organization translate your documents and send them to programs that require translations.

EXPLORE ALTERNATIVES

Try substitute teaching or working as a paraprofessional in the district where you would like to work. This will help you develop relationships with the administration and can lead to a more permanent job offers.

CONSIDER PRIVATE SCHOOLS

Private schools have the ability to be a little more flexible about teaching requirements. Contact local private schools for more information. [Click here](#) to find out what private schools are in Idaho.

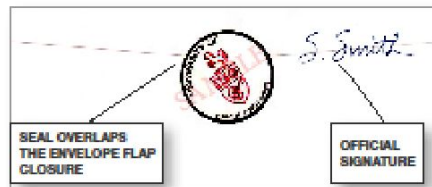
## SAMPLE OF A SEALED ENVELOPE

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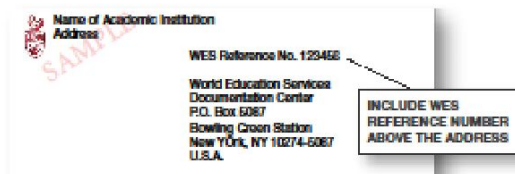
### How to Send a Sealed Envelope to WES

- ☑ Academic documents must be mailed in official, sealed envelopes bearing the institution's name.
- ☑ The seal, stamp, or signature of an official officer must overlap the back flap closure and envelope.
- ☑ The sealed envelope should be sent directly to WES by the institution. If your institution will not mail the envelope directly to WES, the applicant may send it.
- ☑ To be considered official and accepted by WES, the envelope must remain sealed. If the envelope is opened and/or the seal is broken, the academic documents will be rejected.

Sample Back of Sealed Envelope



Sample Front of Envelope



## CSI'S NON-TRADITIONAL EDUCATOR PREPARATION PROGRAM

\*Since every candidate is different, CSI strongly recommends that all candidates should contact Katie Rhodenbaugh for information and admission.\* [krhodenbaugh@csi.edu](mailto:krhodenbaugh@csi.edu); 208-732-6396.

\*\*This program is performance based. In order to begin taking modules a candidate must have consistent access to an observable classroom environment and be able to actively teach lessons in the content area for which they are seeking certification. Therefore, to successfully complete module requirements, candidates must be employed as a teacher, paraprofessional, or classroom aid with the ability to gather evidence of their teaching practice on a regular basis. Individuals interested in pursuing this route to teaching, but have yet to secure a teaching position with a district in need, please consider completing this Interest Profile so that CSI may share your information with hiring districts: <https://forms.gle/gLSie77PSxGH7bL4A> Most of CSI's candidates are employed as a teacher of record, though this is only possible if a candidate already holds a bachelor's degree and is able to meet the appropriate Content Area Qualifier\*. Here is a link to open teaching positions throughout the state: <https://idaho.schoolspring.com/search.cfm>.

### 1. HOW THE PROFESSION IS ORGANIZED IN IDAHO

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#### THE IDAHO EDUCATION SYSTEM

The Idaho State Department of Education provides Teaching certificates to individuals who successfully complete schooling at an accredited university, looking for reciprocity from teaching in another state, or having completed an alternative teaching certification program like CSI's Non-Traditional Educator Preparation Program. Once you obtain a 5-year, renewable Idaho teaching certificate, continuing education requirement is 6 credits earned during the 5-year validity period.

#### MARKET FOR TEACHERS IN IDAHO

There is a high demand for teachers that concentrate on teaching in science, math, special

education, and bilingual classrooms. The average salary for teachers in Idaho varies; [click here](#) to find out more.

Private schools or public charters are other employment areas that are useful to look at. These schools do not always require the same standards as the Idaho State Department of Education to teach. Many of these schools however have low pay and benefits compared to public schools.

## 2. TIME AND COSTS

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The time and cost it takes to receive your Idaho teaching certificate depends on many factors, including:

- What agency you choose to evaluate your credentials, we recommend [World Education Service](#) (WES).
- The time it takes to have your degree issuing institute send your official records to WES.
- Also, a detailed and official description of classes you took is helpful.
- The cost and speed of services in the state of Idaho

Below, we provide a hypothetical scenario to outline the steps, costs, and time associated with the entire process that an individual will have to go through to become a teacher in Idaho. Please note, this is a general example out of many possibilities. Your experience will vary.

Step	<b>More Efficient Scenario</b> <i>Approximate Time and Cost</i>
1. <a href="#">Degree evaluation by a credential organization</a>	<ul style="list-style-type: none"> <li>• Your documents arrive and need translated</li> <li>• The credentialing organization completes your evaluation and sends it to College of Southern Idaho.</li> <li>• This process can take 1 to 6 months depending on how fast the issuing institution can send your official records.</li> <li>• + \$300</li> </ul>

<p>2. <a href="#">Completing the CSI program</a></p>	<ul style="list-style-type: none"> <li>● Initial Certification Program             <ul style="list-style-type: none"> <li>● Each module is \$1,000.00</li> <li>● Additional Costs- Pre-requisite Praxis Test(s) and appropriate Idaho Praxis test required for certification \$150-\$375, based on subject area.</li> </ul> </li> </ul> <p>Each module (including the cost of the mentor and the scoring of performance assessments) is \$1,000. (Total cost to the candidate for five modules is \$5,000 over two years.) To challenge a module and do the Performance Assessment only is \$500 per module. (Five total assessments can be taken for the cost of \$2,500.) The cost for certified teachers to add an additional endorsement takes only one semester, at the cost of \$1,500. CSI has a payment program that candidates can take advantage of, and many districts are utilizing Title II funds to help defray a candidate's expenses.</p>
<p>3. <a href="#">Idaho State Teaching Requirements</a></p>	<ul style="list-style-type: none"> <li>● Apply for <a href="#">Non-Traditional Interim Certificate</a>: \$100</li> <li>● Complete fingerprint card: \$50</li> <li>● Complete teaching and 2-year mentorship requirements</li> <li>● 3 years + During this time you will be able to make money.</li> </ul>
<p>4. <a href="#">Apply for Idaho Teaching Certificate</a></p>	<ul style="list-style-type: none"> <li>● Apply for five (5) year certification: \$75</li> <li>● Criminal Background Check: \$28.25</li> <li>● 2 weeks to 10 weeks</li> </ul>
	<p><b>More Efficient Total</b></p> <p><i>About 3 years + average \$5,500, doesn't include costs for living and other expenses while pursuing certification.</i></p>

### 3. ELIGIBILITY FOR LICENSING

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#### OVERVIEW

There are three basic steps foreign-educated teachers must take in order to become certified in the state of Idaho:



#### **\*\*IMPORTANT NOTIFICATION:**

For CSI's program you will be required to receive a credential evaluation and have the report sent to CSI. We recommend having your credentials evaluated by World Education Services.

#### **I. WORLD EDUCATION SERVICES' CREDENTIAL EVALUATION**

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**\* You will be required to receive a course-by-course evaluation of your foreign credentials.**

The following information has been provided by the Word Education Services (WES). For more comprehensive information on WES's Credential Evaluation Services, please visit:

<https://www.wes.org>

#### ***A. Complete WES Online Application and Submit Payment***

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##### *Application and Fee*

The following is a step-by-step process for applying to WES for a credential evaluation:

**Step 1:** Go to [http://www.wes.org/application/apply\\_now.asp](http://www.wes.org/application/apply_now.asp) and under "Step 1: Review the Links Below" choose the country where you received your education from. It will show you a list of documents that you will be required to have sent to WES for an evaluation.



**Step 2:** Next, click on the [Apply Now](#) for use in the U.S. Once you do this, you will need to create an account with accurate information about you and your credentials.

**Step 3:** Once you have filled out all of your information you will be asked for which services you would like to choose. It is recommended that you choose the WES ICAP Course-by-Course evaluation. This costs **\$205**.

**Step 4:** Next, add the recipient that will be receiving your credential evaluation, which will be CSI's Non-Traditional Educator Preparation Program.

Upon receipt of your transcripts, you will receive an email from the CSI department stating that this requirement has been met.

**Step 5:** Select how you would like your evaluation sent, Standard, Overnight, 2<sup>nd</sup> Day Air, 3-5 Days... The price range can vary between \$10-35.

**Step 6:** Once you have completed your online application, you will receive a reference number that will need to be included in your documents sent to WES by your documents' issuing institution. **MAKE SURE** that your issuing institution sends your documents correctly. Click [here](#) to see an example.

**Step 7:** Make sure that you follow the document submission checklist:

<http://www.wes.org/apply/popups.asp?where=documentchecklist>

**Step 8:** If your documents are not in English, you will need to receive an English translation of your documents. Please, see the section below.

***B. Translation of Documents through University Language Services***

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University Language Services translates transcripts, certificates, and diplomas. Your documents need to be translated and sent to WES before your evaluation can be completed. For the purpose

of translating your documents, you can send a copy of your documents to University Language Services for a free quote on how much it will cost you to have your documents translated, please follow the link: <https://www.universitylanguage.com/quotes/>.

Once you have received your translated copies, communicate with University Language Services to have your translated copies sent to WES:

WES Reference No. \_\_\_\_\_

World Education Services

Attention: Documentation Center

64 Beaver St, #146

New York, NY 10004

U.S.A.

## II. ENROLL IN CSI's NON-TRADITIONAL EDUCATOR PREPARATION PROGRAM

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Once WES has successfully completed your evaluation and sent it to CSI, you are ready to apply to the CSI program. The following information has been provided by the CSI. For more comprehensive information about CSI, please visit

<https://www.csi.edu/education-department/non-traditional-educator-preparation-program/default.aspx>.

### *A. CSI's Program Overview*

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Our program is hands-on and competency-based. Each of the five program modules lasts one semester. Embedded within the modules are performance tasks based on the Idaho Core Teaching Standards, aligned with the Danielson Framework. **In order to put theory and knowledge gained through modules into immediate practice, our candidates must either be working under an interim certificate or have regular access to a classroom setting. We**

**work with each candidate to assess their needs and strengths to individualize the program as much as possible. Once a month classes are delivered face-to-face, online, and are also recorded to allow candidates the most flexibility possible, and 24-7 accessibility to the content of each module. We focus on online collaboration and mentoring support for success in the classroom.**

CSI's Non-traditional Educator Preparation Program is unique in a number of ways: Unlike traditional preparation programs, we strive to individualize each learning plan, accounting for the strengths each teacher-candidate brings. We utilize nationally recognized best practices throughout our instructional modules and performance assessments that are aligned with State Standards and the Charlotte Danielson *Framework for Teaching Clusters*.

**CSI's primary educational mission is to serve the needs of Region 4, however, we are authorized to serve other regions as long as there is a need and the district/school is supportive. We are currently serving candidates in Regions 3, 4, 5, and 6.** Our aim is to address Idaho's current teacher shortage and support districts with hard-to-fill positions by expanding our non-traditional preparation program that utilizes nationally recognized best practices through the development of performance assessments that align with State Standards, and the Charlotte Danielson *Framework for Teaching Clusters*.

The modules are completely self-contained and do not need to be taken in any particular order. Completion of the five modules will typically take a candidate four semesters plus one summer session. However, we are currently working to make all modules and performance assessments available on-demand, as a self-guided option for highly motivated candidates who have strong mentoring support through their district. Candidates with previous teaching experience may also opt to forego the modules and begin collecting evidence of their practice to take advantage of the *Assessment Only* option. Depending upon a candidate's level of skill and experience, the program could be accomplished within a single year.

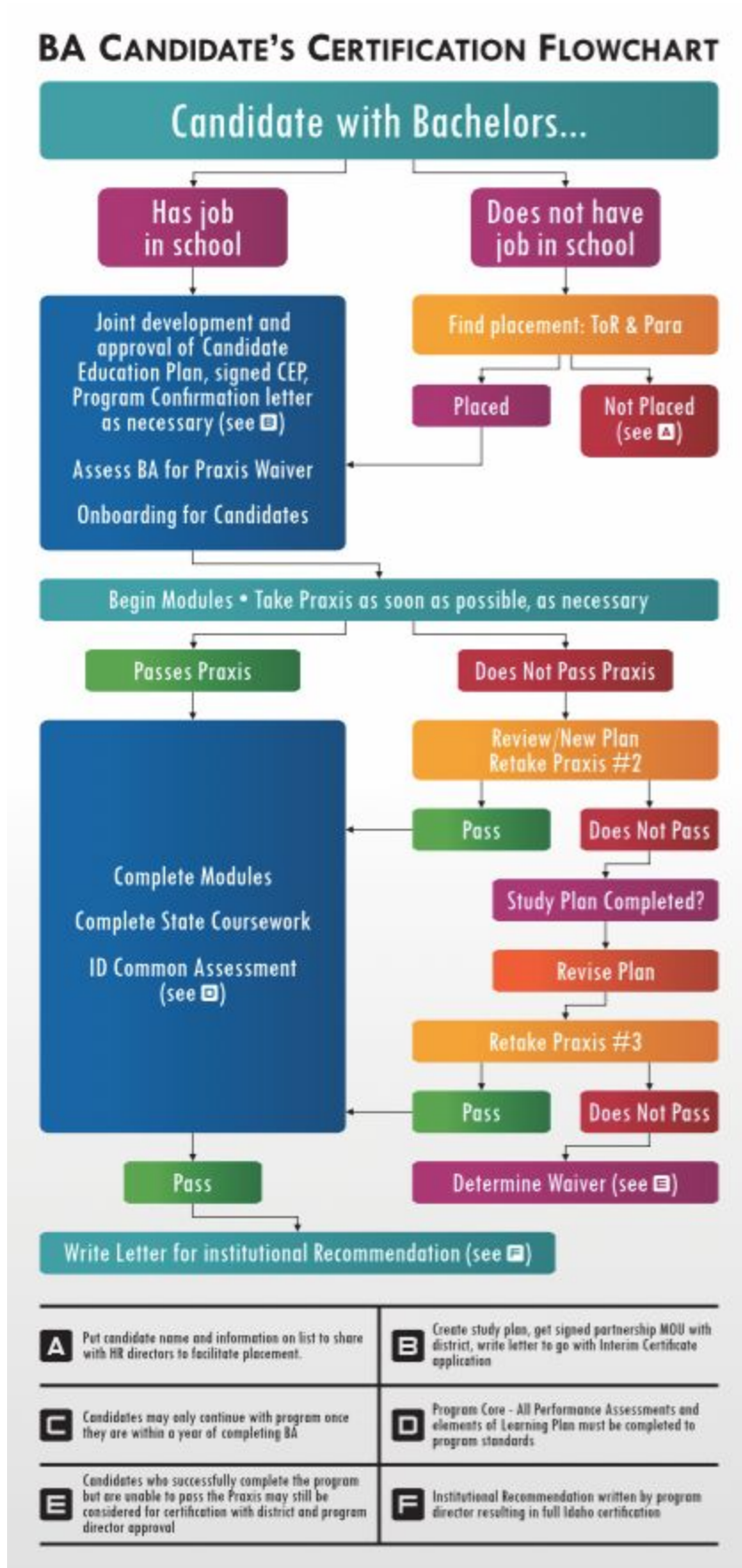
Our program is not grade level nor content-specific. Our hands-on, competency-based modules cover best practices in pedagogy; the method and practice of teaching. Candidates prove content competency through the appropriate Praxis test, or through proof of a bachelor's degree in the

content area in which they are receiving certification. **We encourage candidates to take the Praxis as early as possible so we can assist them in identifying additional coursework as necessary to bolster their knowledge in that content area. While most modules focus on the core teaching standards and are not content-specific, each assignment and assessment completed by the candidate is grounded in their specific content area, and one module is devoted entirely to the application of content in which candidates explore and apply best practices in their specific content pedagogy. Student-centered classroom management is a focus of the program, and candidates continuously reflect upon and modify classroom management strategies throughout all five modules.**

Our aim is to work with district leaders to identify career-changers within their communities, and paraprofessionals that we can guide toward the attainment of a bachelor's degree as necessary. This partnership will enable these candidates to become fully certified and focused on continuous professional learning prior to taking on the responsibilities of a full-time teacher of record.

**B. CSI's Overview Flow Chart**

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### ***C. How to Get Started***

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Please send an email with the following information to Katie Rhodenbaugh at [KRhodenbaugh@csi.edu](mailto:KRhodenbaugh@csi.edu).

1. Send **ONE** email to Katie Rhodenbaugh with the following information clearly stated and with supporting documentation attached:
  1. Complete a WES Evaluation and have it sent to CSI
  2. [Completed Rubric](#) (if applicable)
  3. Praxis or ABCTE Score Report (if applicable)
  4. Certification(s) you already hold
  5. Certification you are Seeking
  6. Current teaching assignment
  7. School where employed
  8. Employing District
2. Once Katie has received the content area qualifier and the above requested information, she will compose the Candidate Education Plan (CEP) and send it to the Candidate for review and signatures. After the signed CEP is received by CSI, candidates will receive the Program Confirmation Letter that must be signed and included in the application packet for the Interim Certificate.
3. Candidates need to apply for admission to CSI, making sure to enroll as “Non Degree Seeking”: <https://www.csi.edu/apply/default.aspx> CSI will only communicate with candidates through their CSI email account, which will be received when admitted to CSI.
4. Candidates will log-in to their CSI account and register for the prescribed module for the upcoming term.
5. If the candidate will be serving as the teacher-of-record, download and start filling out the application for Interim Certificates for Non-Traditional Candidates: <http://www.sde.idaho.gov/cert-psc/cert/apply/non-trad.html> (Candidates, check with your district office as they may have already started this application for you)

For assistance with tuition and fees, please visit:

<https://csi.smartcatalogiq.com/2020-2021/Catalog/Being-a-Student/Tuition-and-Fees/Tuition-Loan-Agreements>

#### ***D. Initial Certification-Interim Certificate***

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To qualify for an interim certificate, candidates must hold a Bachelor's degree, meet a Content Area Qualifier, ***and be employed by a district or charter in a K-12 school, working in the classroom environment in which the candidate is seeking certification.*** We work with candidates, their districts/charters, and the State Department of Education to secure an Interim Certificate. This certificate is valid for three years as long as the candidate is making adequate progress toward full certification in our program. To receive a recommendation for certification, each candidate must pass the appropriate Praxis (or hold a Bachelor's degree in the exact content area), complete performance assessments in all five modules, and be rated as proficient on the Idaho Common Summative Assessment (based upon a formal evaluation using the Danielson Framework for Teaching)

### **III. PRAXIS SUBJECT ASSESSMENTS EXAMINATION**

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You will need to take the PRAXIS Subject Assessment prior to teaching. This can also be before your summer training. Teach For America will help you with this process. For more information about the overall Praxis Subject Assessment, you are required to read [The Praxis Series Information Bulletin](#).

#### Praxis Subject Assessment Overview

The Praxis Subject Assessments measures knowledge of specific subjects that K–12 educators will teach, as well as general and subject-specific teaching skills and knowledge.

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1. The candidate **MUST** be enrolled into the CSI program, actively working in a teaching capacity, and have passed the Praxis Subject Assessment content area exam. CSI will need to send a verification letter to SDE showing your enrollment in their program.
  - a. This is the recommendation that will be sent to the Idaho State Department of Education for approval to sign up for the interim certification.
2. Applicants must successfully pass a Criminal History Check for the Idaho Department of Education. For more information, [click here](#).
3. The candidate submits an application for an Idaho three (3)-year interim certificate/credential \$128 (**\$100 for the certification and \$28 for the background certification**) to the Idaho State Department of Education. [Click here](#) for more information on the interim certificate application.

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6. Submit a CSI verification letter.
7. In order to qualify for a five year renewable Idaho certificate, the candidate must complete a state board approved mentor program and meet all requirements listed for the specific certificate and endorsement areas.

The state board approved mentor program must be conducted for two years during the three year interim certificate in order to qualify for the five year renewable Idaho certificate. All of your artifacts from your mentor program are to be reviewed with your mentor and/or evaluator. It is not required that you submit them to the State Department of Education as evidence; however, it is recommended that you keep them for your professional records.

**\*Idaho Comprehensive Literacy Course/Assessment (All candidates with the All Subjects K-8 and/or Special Education endorsements)**

The Idaho Comprehensive Literacy Course (ICLC) is offered through university provided at a variety of venues throughout Idaho. The Idaho Comprehensive Literacy requirements can be fulfilled by completing and passing an in-person or online course, or by successful completion of the Idaho Comprehensive Literacy Assessment. Please visit the English Language Arts/Literacy page for additional information.

**\*\*Mathematical Thinking for Instruction/Teaching Mathematical Thinking (All candidates with ALL Subjects and/or Mathematics endorsements)**

The Mathematical Thinking for Instruction (MTI)/Teaching Mathematical Thinking (TMT) is a three-credit course that gives Idaho teachers and administrators the best practices and teaching strategies they need to help all students succeed in math. Please visit the Mathematics page for additional information on the course and course providers.

TO ACCESS ALL OF THESE RESOURCE FILES, PLEASE [CLICK HERE](#)

8. Upon successful completion of the mentoring program, the candidate can apply for the full five (5)-year, \$75, renewable certificate/credential. For more information, please [click here](#).

#### **4. OTHER CAREERS AND CREDENTIALS**

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Up to now, this guide has explained the steps for WES Evaluation, CSI's Program, and Idaho Teaching Certification.

##### **TRANSITIONAL BILINGUAL CERTIFICATE**

Idaho does issue a Bilingual Education K-12 endorsement that can be placed on a Standard Elementary or Standard Secondary Certificate. The Bilingual endorsement is not specific to any particular language, and requires completion of an Idaho-approved Bilingual Education teacher certification program to add the endorsement.

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The teacher education program will focus on the pedagogy of ESL, and may be combined with, or separate from, your major course of study. Classes you will take include subjects such as:

- ESL theory and practice
- Developing lesson plans for English language learners
- ESL assessments and evaluations
- Teaching students from diverse cultural backgrounds
- ESL practicum or student teaching

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The Idaho State Department of Education has a variety of positions open within the teaching industry. Not all of these positions require certification, but all of them have specific requirements that you will need in order to obtain a position.

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- **State:** [Idaho Education Association](#)
- **National:** [National Education Association](#)

There are many other professional associations that bring together teachers based on different characteristics like subject matter, grades taught, ethnicity, gender, and religion.

### MAINTAINING LICENSURE

Once you obtain a 5-year, renewable Idaho teaching certificate, continuing education requirement is 6 credits earned during the 5-year validity period. For more information on certification renewal, please see: <http://www.sde.idaho.gov/cert-psc/cert/apply/renewal.html>

- [Teaching Certificate Renewal](#)
- [Reinstatement of Certificate](#)

### LICENSING MOBILITY (RECIPROCITY)

Idaho issues a 3-year Interim Certification to teachers certified from any state while your credentials are being evaluated by the Idaho Department of Education.. To learn more, [click here](#) or contact the Idaho State Department of Education: 208-332-6882.

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- [World Education Services](#)

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Use professional organizations approved by the Idaho State Department of Education and CSI, such as World Education Service. It is very helpful to send in supplemental information about the courses that you took and an explanation of what these classes were about.

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You will be required to have the institution where you received your education send documents to WES for an evaluation. Make sure to send the request for information to be sent to WES as soon as possible. This process can take a long time! If it is not possible to get documents, contact Global Talent Idaho.

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It is required that you have a professional organization translate your documents and send them to programs that require translations.

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Try substitute teaching or working as a paraprofessional in the district where you would like to work. This will help you develop relationships with the administration and can lead to more permanent job offers.

### CONSIDER PRIVATE SCHOOLS

Private schools have the ability to be a little more flexible about teaching requirements. Contact local private schools for more information. [Click here](#) to find out what private schools are in Idaho.

# LCSC'S PACE PROGRAM

## 1. HOW THE PROFESSION IS ORGANIZED IN IDAHO

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### THE IDAHO EDUCATION SYSTEM

The Idaho State Department of Education provides Teaching certificates to individuals who successfully complete schooling at an accredited university, looking for reciprocity from teaching in another state, or having completed an alternative teaching certification program like LCSC's PACE Program. Once you obtain a 5-year, renewable Idaho teaching certificate, continuing education requirement is 6 credits earned during the 5-year validity period.

### AREAS OF ENDORSEMENT THROUGH LCSC'S PACE ONLINE & HYBRID PROGRAM

- Biology
- Chemistry
- Earth Science
- English
- Kinesiology (PE/Health)
- Mathematics
- Natural Science
- Social Science (w/History)

### MARKET FOR TEACHERS IN IDAHO

There is a high demand for teachers that concentrate on teaching in science, math, special education, and bilingual classrooms. The average salary for teachers in Idaho varies; [click here](#) to find out more.



Private schools or public charters are other employment areas that are useful to look at. These schools do not always require the same standards as the Idaho State Department of Education to teach. Many of these schools however have low pay and benefits compared to public schools.

## 2. TIME AND COSTS

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The time and cost it takes to receive your Idaho teaching certificate depends on many factors, including:

- What agency you choose to evaluate your credentials, we recommend [World Education Service](#) (WES).
- The time it takes to have your degree issuing institute send your official records to WES.
- Also, a detailed and official description of classes you took is helpful.
- The cost and speed of services in the state of Idaho

Below, we provide a hypothetical scenario to outline the steps, costs, and time associated with the entire process that an individual will have to go through to become a teacher in Idaho. Please note, this is a general example out of many possibilities. Your experience will vary.

Step	<p style="text-align: center;"><b>More Efficient Scenario</b> <i>Approximate Time and Cost</i></p>
<p>1. <a href="#">Degree evaluation by a credential organization</a></p>	<ul style="list-style-type: none"> <li>• Receive WES Credential Evaluation</li> <li>• Your documents arrive and need translated</li> <li>• The credentialing organization completes your evaluation and sends it to LCSC'S Teacher Education Division</li> <li>• This process can take 1 to 6 months depending on how fast the issuing institution can send your official records.</li> <li>• + \$300</li> </ul>
<p>2. <a href="#">Completing the LCSC program</a></p>	<ul style="list-style-type: none"> <li>• Application to Lewis-Clark State College</li> <li>• Application to Teacher Education Division</li> <li>• Enroll in Online &amp; Hybrid (also known as Post Bac program)</li> </ul>

	<ul style="list-style-type: none"> <li>• Take and complete assigned courses</li> <li>• Successfully pass Praxis Subject Assessment exam-\$120-375 prior to LCSC’s Mentorship and Intern Program</li> <li>• Complete mentorship and intern program (non-paid)</li> <li>• \$365/credit and program can take up to 6 months to 2-years to complete</li> </ul>
<p>3.</p> <p><a href="#">Idaho State Teaching Requirements</a></p>	<ul style="list-style-type: none"> <li>• Idaho Department of Education Fingerprinting: \$50</li> <li>• Apply for 5-year teaching certificate: \$75</li> <li>• Estimated Total: \$150</li> </ul>
	<p><b>More Efficient Total</b></p> <p><i>About 2 years + average \$6,000</i></p>

### 3. ELIGIBILITY FOR LICENSING

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#### OVERVIEW

There are four steps foreign-educated teachers must take in order to become certified in the state of Idaho:



#### **\*\*IMPORTANT NOTIFICATION:**

For PACE Program Candidates you will be required to receive a credential evaluation and have the report sent to LCSC’s Teacher Education Division. We recommend having your credentials evaluated by World Education Services.

#### I. WORLD EDUCATION SERVICES’ CREDENTIAL EVALUATION

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**\* You will be required to receive a course-by-course evaluation of your foreign credentials.**

Applicants who have degrees or coursework from foreign universities must have their transcripts translated to English (if applicable) and a 4.0 grade scale. These transcripts are not required at the time of the initial application, but must be uploaded should an applicant be invited to a final interview, prior to the final interview according to the specified deadline. For the initial application, GPA by year is self-reported, so obtaining the translated transcripts early could be helpful but is not required.

The following information has been provided by the World Education Services (WES). For more comprehensive information on WES's Credential Evaluation Services, please visit:

<https://www.wes.org>

***A. Complete WES Online Application and Submit Payment***

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The following is a step-by-step process for applying to WES for a credential evaluation:

**Step 1:** Go to [http://www.wes.org/application/apply\\_now.asp](http://www.wes.org/application/apply_now.asp) and under “Step 1: Review the Links Below” choose the country where you received your education from. It will show you a list of documents that you will be required to have sent to WES for an evaluation.

**Step 2:** Next, click on the [Apply Now](#) for use in the U.S. Once you do this, you will need to create an account with accurate information about you and your credentials.

**Step 3:** Once you have filled out all of your information you will be asked for which services you would like to choose. It is recommended that you choose the WES ICAP Course-by-Course evaluation. This costs **\$205**.

**Step 4:** Next, add the recipient that will be receiving your credential evaluation, which will be Lewis-Clark State College's Teacher Education Division.

**Step 5:** Select how you would like your evaluation sent, Standard, Overnight, 2<sup>nd</sup> Day Air, 3-5 Days... The price range can vary between \$10-35.

**Step 6:** Once you have completed your online application, you will receive a reference number that will need to be included in your documents sent to WES by your documents' issuing institution. **MAKE SURE** that your issuing institution sends your documents correctly. Click [here](#) to see an example.

**Step 7:** Make sure that you follow the document submission checklist:

<http://www.wes.org/apply/popups.asp?where=documentchecklist>

**Step 8:** If your documents are not in English, you will need to receive an English translation of your documents. Please, see the section below.

***B. Translation of Documents through University Language Services***

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University Language Services translates transcripts, certificates, and diplomas. Your documents need to be translated and sent to WES before your evaluation can be completed. For the purpose of translating your documents, you can send a copy of your documents to University Language Services for a free quote on how much it will cost you to have your documents translated, please follow the link: <https://www.universitylanguage.com/quotes/>.

Once you have received your translated copies, communicate with University Language Services to have your translated copies sent to WES:

WES Reference No. \_\_\_\_\_

World Education Services

Attention: Documentation Center

64 Beaver St, #146

New York, NY 10004

U.S.A.

## II. ENROLL IN LCSC AND TEACHER EDUCATION DIVISION

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Once WES has successfully completed your evaluation and sent it to LCSC, you are ready to apply to the PACE program. The following information has been provided by the LCSC.

### *A. LCSC PACE Hybrid & Online Program Overview*

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LCSC's PACE Program is divided into two programs, Elementary PACE and Secondary PACE. Depending on what area of teaching you want to pursue, pick the appropriate program that meets your goals.

#### *The Elementary PACE (Pathways for Accelerated Certification and Endorsement) Programs*

Elementary PACE Program is a pathway toward elementary teacher certification or endorsement. Unless you are currently enrolled as an uncertified Teacher, you will need to enroll into the Hybrid & Online Program. To be a viable candidate for this program, the applicant must have completed coursework equivalent to an associate degree or already have acquired a bachelor's degree.

Each program is individually tailored to the applicant and requirements for completion are based on an initial evaluation of progress toward a degree or based on coursework and experience with youth.

Individuals considering PACE programs should begin by submitting a Request for Transcript Evaluation Form to the Division of Teacher Education, along with your WES Credential Evaluation.

Transcripts will be evaluated by a Division program assistant and an evaluation report will be emailed to the requestor. The evaluation report identifies content and pedagogy coursework for which the individual might receive credit and includes a list of coursework needed to achieve

certification. Also provided are directions for applying to the college and first steps toward class registration.

The Online & Hybrid Option comprises classes offered with online delivery of content and methodology. Candidates in this program are permitted to complete the field experience coursework and practicum experiences in schools where partnerships with LCSC can be established. The program can begin in any semester; however, field experience and practicum hours may only be earned during sessions when there are access to students to complete the required activities (E.G. traditional school semesters). Attendance for some courses will require the candidate to attend virtually with classmates.

### ***The Secondary PACE (Pathways for Accelerated Certification and Endorsement) Programs***

The Secondary PACE Program is a pathway toward secondary teacher certification or endorsement. Unless you are currently enrolled as an uncertified Teacher, you will need to enroll into the Hybrid & Online Program. To be a viable candidate for this program, the applicant must have acquired a Bachelor's degree.

Each program is individually tailored to the applicant and requirements for completion are based on initial evaluation of progress toward a degree or based on coursework and experience with youth.

Individuals considering PACE Program should begin by submitting a Request for Transcript Evaluation Form to the Division of Teacher Education, along with WES evaluation.

Transcripts will be evaluated by a Division program assistant and an evaluation report will be emailed to the requestor. The evaluation report identifies content and pedagogy coursework for which the individual might receive credit and includes a list of coursework needed to achieve certification. Also provided are directions for applying to the college and first steps toward class registration.

This program consists of classes offered with online delivery of content and methodology. Candidates in this program are permitted to complete the field experience coursework and practicum experiences in schools where partnerships with LCSC can be established. The program can begin in any semester; however, field experience and practicum hours may only be earned during sessions when there are access to students to complete the required activities (E.G. traditional school semesters). Each program of study for an applicant is carefully tailored to meet the learning needs in the content which the applicant is planning on taking courses.

Many candidates come into the program already having taken their content specialization coursework and will only need to complete education pedagogy sources. All education pedagogy coursework needed for certification is available online. This format allows us to support teacher candidates in all areas of Idaho, across the United States, and even overseas. Attendance for some courses will require the candidate to attend virtually with classmates. These days and times will be determined to best fit those enrolled in the course based on availability of candidates as well as course instructors.

### ***Pricing and Time***

- Application to Lewis-Clark State College
- Application to Teacher Education Division
- Enroll in Online & Hybrid (also known as Post Bac program)
- Take and complete assigned courses
- Successfully pass Praxis Subject Assessment exam-\$120-375 prior to LCSC's Mentorship and Intern Program
- Complete mentorship and intern program (non-paid)
- \$365/credit and program can take up to 6 months to 2-years to complete

### ***B. Requirements for Enrolling into LCSC's PACE Program***

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The following is a step by step process to enrolling into the PACE program. In order to enroll in the program, you will need to make sure that you meet the requirements:

1. Hold a Bachelor's degree or be within 6 months of receiving your Bachelor's degree. Your degree should be in the subject you are wishing to teach in.
2. Must have a minimum cumulative GPA of 2.5 or equivalent to with an applicant's international degree.
3. You must be a citizen, national/legal resident, or DACA status individual.
4. Once enrolled you will need to have your WES evaluation sent to the LCSC's Teacher Education Division program.

### ***C. LCSC'S PACE Program Process***

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When beginning the process of enrolling into the LCSC PACE Program, you need to contact Alaina L. Porquis, Program Assistant, at [alporquis@lcsc.edu](mailto:alporquis@lcsc.edu). The following is the step by step outline that you will need to complete in order to complete the PACE program:

- 1) Complete and LCSC Online Application:  
<https://www.lcsc.edu/admissions/first-year-students/>
- 2) Complete the LCSC Teacher Education Division Application:  
<https://www.lcsc.edu/education/teacher-education/>
- 3) Once enrolled, you will begin taking coursework that best fits your program needs. Specific course information will be given at the time of enrollment.
- 4) You will need to complete the Praxis Examination at some point before you start your internship.
- 5) Complete internship and mentorship in a designated classroom. Elementary internships take one full school year to complete. Secondary internships take one semester, 16-weeks to complete.
- 6) Once you have completed all of the above steps, you will receive your 5-year teaching certificate from the State Department of Education.

### **III. PRAXIS SUBJECT ASSESSMENTS EXAMINATION**

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You will need to take the PRAXIS Subject Assessment prior to teaching. This can also be before your summer training. LCSC will help you with this process. For more information about the



overall Praxis Subject Assessment, you are required to read [The Praxis Series Information Bulletin](#).

### Praxis Subject Assessment Overview

The Praxis Subject Assessments measures knowledge of specific subjects that K–12 educators will teach, as well as general and subject-specific teaching skills and knowledge.

### Praxis Subject Assessment Exam Fee

The Praxis Subject Assessment exams are based off of the specific area in which you are choosing to teach or have an endorsement in. Prices vary based on the subject matter that you will take. For teaching fees, please [click here](#).

### *Praxis Subject Assessment General Testing Content*

Since every test is based on a different subject matter, you will need to look up the specifics of the exam you will take. For more information about what tests are offered in Idaho and the detailed outline of these tests, [click here](#).

### *Praxis Subject Assessment Registration Process*

For a detailed outline about how to register for the Praxis Subject Assessment, please [click here](#). For more information about where to test in your area, please [click here](#).

### *Praxis Subject Assessment Practice Test*

For free and low-cost test preparation materials including study companions, videos, webinars, and interactive practice tests follow the link: [www.ets.org/praxis/prepare](http://www.ets.org/praxis/prepare)

### *Failing/Retaking the Praxis Subject Assessment Exam*

You may retake a Praxis test once every 21 days, not including your initial test date. (**Note:** If you take a combined test, such as the Elementary Education: Multiple Subjects Test or the PA Grades 4–8 Core Assessment, you cannot retake a subtest until after the 21-day period.)

This applies even if you canceled your scores on a test taken previously. If you violate this restriction, the scores from your retest will not be reported and your test fees will not be refunded.

### ***Important Information***

- If you test in Idaho, your score report will be sent automatically to the Idaho State Department of Education. If you test outside of Idaho, select the Idaho State Department of Education (state code 8636) as a score recipient when you register or on an additional score report request.
- Idaho requires a Social Security number (SSN) in order to process educator certification paperwork. ETS does not require your SSN for its own purposes, but will submit it to Idaho with your test results. Failure to provide your SSN could delay processing of your certification application.
- As of the 2014–15 testing year, ETS discontinued paper-delivered testing. However, tests will be available in a paper-delivered format as required for ADA accommodations. All scores for previously administered paper-delivered tests are reportable for 10 years from the date the test was taken.

## **IV. IDAHO STATE TEACHING REQUIREMENTS FOR LCSC PROGRAM** [Back to Top](#)

After finishing the LCSC PACE program, candidates will need to complete the following steps:

1. The candidate submits an application for an Idaho five (5)-year teaching certificate/credential \$103.25 (**\$75 for the certification and \$28.25 for the background**

**certification)** to the Idaho State Department of Education. [Click here](#) for more information on the five (5)-year teaching certificate application.

2. Applicants must successfully pass a Criminal History Check for the Idaho Department of Education. For more information, [click here](#).
3. Official transcripts and WES evaluation must be sent to the State Department of Education.
4. LCSC will need to complete a Institutional Recommendation Form.
5. Candidates must submit their official Praxis II Assessment Score Sheet.

#### **4. OTHER CAREERS AND CREDENTIALS**

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