Moving from a Provisional Certificate  
To a Standard Certificate  
as a CTE Teacher

If you have already obtained your provisional certificate as a CTE teacher, you need to qualify for a standard certificate before the provisional one expires in 3 years. Listed below are the certification options. For complete details, visit the Arizona Department of Education’s website for the best source of information: http://www.azed.gov/educator-certification/forms-and-information/certificates/.

Moving from Provisional to Standard Certificate

If you have a provisional certificate, you have already begun the progress towards your standard certificate in one of the options below. You will continue your progress within the same option.

Option A:

Bachelor’s Degree or Advanced Degree in Content Area:

EXAMPLE: A person with a college degree in an area like Business (at least 30 semester hours in business classes) and 240 hours of work experience

Transition to Standard Certification:
1. Provisional CTE Certificate (Option A)
2. Fifteen (15) semester hours in professional knowledge (see Teacher Series)
3. Two years of satisfactory teaching approved by certified administrator or administrator’s designee in a secondary CTE approved classroom during the term of the Arizona Provisional CTE Certificate. Submit Teaching Evaluation Verification form
5. U.S. Constitution: A college course or appropriate examination covering the Provisions and Principles of the U.S. Constitution.
6. Professional Knowledge Secondary Exam. One of the following:
   A. NES/AEPA: A passing score on the NES or AEPA Assessment of Professional Knowledge: Secondary exam. Visit www.aepanesinc.com for further information; or
   B. Out-of-State Exam: A passing score on a substantially similar Professional Knowledge Secondary examination from another state or agency. Submit original score reports; or
   C. NBCT: A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate;

   Or #7 below instead of #6

7. Teaching Experience: Three years of full-time teaching experience in any state, including Arizona, in grades 6-12. Submit a Verification of Teaching Experience form signed and completed by the District Superintendent or Personnel/HR Director to verify teaching experience.
Option B:
Valid non-CTE Arizona Teaching Certificate or an Arizona CTE Teaching Certificate in another content area:

EXAMPLE: A person already is a teacher (maybe Science or English) has been successfully evaluated. Must have 3 semester hours of a CTE methods class or a class in the area they plan to teach in (for example, agriculture) and 240 hours of experience in the related field they plan to teach.

Transition to Standard Certification:
1. Provisional CTE Certificate (Option B)
2. Twelve (12) semester hours in professional knowledge courses
   Courses must include: Nine (9) semester hours in the subject knowledge for area of certification and three (3) semester hours in professional knowledge (See Teacher Series).

Option C:
Business and Industry Professional

EXAMPLE: A person has 6000 clock hours of verified professional experience in the field in which they plan to teach.

Transition to Standard Certification:
1. Provisional CTE certificate (Option C)
2. Fifteen (15) semester hours of courses in professional knowledge (See Teacher Series for courses)
3. Two years of satisfactory teaching approved by certified administrator or administrator’s designee in a secondary CTE approved classroom during the term of the Arizona Provisional CTE Certificate. Submit Teaching Evaluation Verification form.
5. U.S. Constitution: A college course or appropriate examination covering the Provisions and Principles of the U.S. Constitution.
6. Professional Knowledge Secondary Exam. One of the following:
   A. NES/AEPA: A passing score on the NES or AEPA Assessment of Professional Knowledge: Secondary exam. Visit www.aepanesinc.com for further information; or
   B. Out-of-State Exam: A passing score on a substantially similar Professional Knowledge Secondary examination from another state or agency. Submit original score reports; or
   C. NBCT: A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate;

Or #7 below instead of #6
7. Teaching Experience: Three years of full-time teaching experience in any state, including Arizona, in grades 6-12. Submit a Verification of Teaching Experience form signed and
completed by the District Superintendent or Personnel/HR Director to verify teaching experience.

**Option D:**
Valid Teaching Certificate in CTE from another state.

EXAMPLE: A person comes from another state and is certified to teach CTE in that state

Transition to Standard Certification:
1. Provisional CTE Certificate (Option D)
4. Professional Knowledge Secondary Exam. One of the following:
   A. NES/AEPA: A passing score on the NES or AEPA Assessment of Professional Knowledge: Secondary exam. Visit [www.aepa.nesinc.com](http://www.aepa.nesinc.com) for further information; or
   B. Out-of-State Exam: A passing score on a substantially similar Professional Knowledge Secondary examination from another state or agency. Submit original score reports; or
   C. NBCT: A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate;

**Or #5 below instead of #4**
5. Teaching Experience: Three years of full-time teaching experience in any state, including Arizona, in grades 6-12. Submit a Verification of Teaching Experience form signed and completed by the District Superintendent or Personnel/HR Director to verify teaching experience.

**Option E:**
Bachelor’s Degree in Content Specific Education Program

EXAMPLE: A person who completes an Education program specific to their career area such as an Agriculture Teacher preparation program at a university

Transition to Standard Certification:
1. Provisional CTE Certificate (Option E)
2. Fifteen (15) semester hours in professional knowledge (See Teacher Series for courses). Hours may be obtained prior to issuance of the Provisional CTE K-12 Certificate
3. Two years of satisfactory teaching approved by certified administrator or administrator’s designee in a secondary CTE approved classroom during the term of the Arizona Provisional CTE Certificate. Submit Teaching Evaluation Verification form
5. U.S. Constitution: A college course or appropriate examination covering the Provisions and Principles of the U.S. Constitution.

6. Professional Knowledge Secondary Exam. One of the following:
   A. NES/AEPA: A passing score on the NES or AEPA Assessment of Professional Knowledge: Secondary exam. Visit www.aepanesinc.com for further information; or
   B. Out-of-State Exam: A passing score on a substantially similar Professional Knowledge Secondary examination from another state or agency. Submit original score reports; or
   C. NBCT: A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate;

   **Or #7 below instead of #6**

7. Teaching Experience: Three years of full-time teaching experience in any state, including Arizona, in grades 6-12. Submit a Verification of Teaching Experience form signed and completed by the District Superintendent or Personnel/HR Director to verify teaching experience.