**CareerTech Certification Plan**

Ms./Mr./Dr. Last First MI Other Names

Address:        Social Security (last 4 digits):

City, State, Zip:         Work Phone:

Email Address:         Mobile Phone:

Name of Employer (Technology Center or comprehensive school district/site):

Program Name:         Division:

Administrator:         Email Address:

**Provisional teachers will need two years of full-time field experience in the area in which they are seeking certification (Credential from approved list + 1 year full-time experience will also count).**

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| Teacher Number: | Four Digit Certification Code: |
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| [ ]  Provisional – Technology Center Certificate: Has or seeking an associate’s degree or higher.[ ]  Provisional – Health Occupations [ ]  Standard – School Nurse: Has RN and bachelor’s degree[ ]  Provisional – Seeking an Education Degree(foreign language, portfolio, minimum 2.5 GPA required for recommendation to standard certificate) [ ]  Provisional - Alternative (SDE): Applying to the Alternative Placement Program. (includes required exams plus required courses and/or professional development)[ ]  Provisional - Standard: Adding a certification area to an existing standard certificate. |  |
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**First year requirements:**

* **Pass occupational competency exam/OSAT, or approved industry credential:**

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* **Attend Divisional New Teacher Academy**

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| **Four Digit Certification Codes:** Agriculture (7550), CareerTech Business (7514), FACS (7575), Occupational FACS (7559), Health Occupations (7515), Marketing (7501), Technology Engineering (8550), Trade & Industrial (7509) |

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| The applicant understands and consents to sharing this document with limited higher education staff at a college/university where applicant is seeking credit, for the sole purpose of ensuring coordination of educational services regarding proper certification(s). |

**Applicant’s Signature Date**

**Administrator’s Signature Date**

**CareerTech Certification Specialist Date**

**Visit** [**okcareertech.org/educators/certifications**](http://www.okcareertech.org/educators/certifications) **for more information on teacher certification.**

Laurie Richison, *CareerTech Certification Specialist*

*laurie.richison@careertech.ok.gov* *405-743-5482*

**Scholarships for Teachers:**

Lottery Trust Fund Scholarship

<http://www.okcareertech.org/students/scholarships/lottery-funds-scholarships/lottery-funds-scholarships>

Foundation Scholarship

<http://www.okcareertech.org/about/foundation/scholarships/scholarships>

Health Teacher Scholarships

<http://www.okcareertech.org/students/student-organizations/hosa/hosa-scholarships/scholarships>

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| Print, sign, obtain Administrator’s signature, scan and email completed form to certify@careertech.ok.gov or mail completed form to ODCTE, 1500 West Seventh Avenue, Stillwater, OK, 74074-4364 Attn: Teacher Certification. |