

## **Admission Process for Arizona Teaching Certificate**

1. Student appointment with an Arizona Teaching Certificate program specialist admission counselor. Alliant requires students to meet with their admission counselor prior to processing an application for admission.
2. Complete online application (fee: \$65).
3. Submit all required documents for a complete admissions file.
4. Completed files are reviewed to ensure all admissions requirements are met. Files that have completed the review process and meet all admission requirements will be processed for admission into the program. Completed files that do not meet all admission requirements will receive an additional review by the Dean, Program Director, or designee for final admissions decision. An interview with Dean, Program Director or designee may also be required for student's with files that do not meet all admission requirements.
5. Admitted students will receive an Enrollment Agreement specific to their program and campus. A signed Enrollment Agreement confirms a student's enrollment at Alliant.
6. Student's with signed and processed Enrollment Agreements will be registered for courses by their Student Advisor. Students are expected to have a student appointment with their advisor before the end of their first term to review Master Plan of Study, Program Expectations and Alliant policy and procedures.

## **Arizona Teaching Certificate Admission Requirements**

- Completed online application (fee: \$65)
- Bachelor's degree from a regionally accredited institution in the U.S. or the equivalent of a U.S. bachelor's degree from an international institution officially recognized by that country
- Official transcripts from degree granting institutions where a bachelor's degree (and higher if applicable) was earned. Copy of the IVP Fingerprint Clearance Card (front & back) or Arizona DPS fingerprint card application if you do not have the card at the time of application. Please visit the DPS site for information on applying for and receiving your IVP fingerprint clearance card: <http://www.azdps.gov/Services/Fingerprint/>
- Documentation indicating a negative TB result
- Met the Basic Skills Requirements - Passing NES/AEPA Assessment of Professional Knowledge score reports
- US/Arizona Constitution Exam
- Teaching Intern/Alternative Teaching Certificate
- Minimum undergraduate GPA of 2.50 or GPA Exemption Petition
- Low GPA applicants need to complete the following:
  - Submit a GPA Exemption Petition
  - Resume

- Schedule an interview with the Program Director or Assistant Program Director
- Submit Two Letters of Recommendation
- Submit 1-2-page essay
  - A brief autobiographical statement which addresses bachelor's GPA, any relevant experience in teaching or working with children and adolescents, and/or within K-12 schools and graduate level degree or coursework

Alternative Certification/Internship Track Teaching Credential: Students enrolled in the internship track teaching credential with a partnering district from the Alliant MOU list must provide verification of employment as Teacher of Record (0.6 FTE) before enrollment in CP1. If you have previously been enrolled in a teacher preparation program, please disclose all transcripts, certifications, and/or credentials; failure to disclose supporting documents may result in ineligibility of program.

Teacher Verification letter: An Arizona verification letter can be issued by the admissions department upon admission to the Arizona teacher education certificate program.