MARYLAND STATE DEPARTMENT OF EDUCATION
Preparing World-Class Students

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TO: Members of the State Board of Education

FROM: Bernard J. Sadusky, Ed. D.

DATE: March 27, 2012

SUBJECT: Proposed Regulatory Changes
COMAR.13.A.12.01, General Provisions
AMEND

PURPOSE:

The purpose of this item is to present proposed changes to COMAR13A.12.01, General Provisions, as agreed upon by the Professional Standards and Teacher Education Board (PSTEB). Recognizing that the Maryland State Board of Education may not be in agreement with the proposed changes, the PSTEB is requesting a Joint Conference Committee.

BACKGROUND INFORMATION:

The PSTEB are advancing the proposed changes to COMAR13A.12.01, General Provisions, as a result of considerable deliberation and discussion of the six recommendations cited in the Final Report of the Work Group on Certification Restructuring. The proposed changes revise the current certification system to include a license for those individuals who are not required to hold a certification by regulation (recommendation 1); recommit to the importance of rigorous and relevant professional development as continued requirement for certification (recommendation 4), and facilitate the novice teacher's entry into the world of practice by eliminating the need for additional renewal credits while on the Initial Professional Certificate (recommendation 5).

The PSTEB accepted the recommendation of differentiating the credential for those required to hold certification and those not required to hold certification (recommendation 3) but agreed to maintain the Advanced Professional Certificate as mandatory. They rejected the Work Group recommendation to eliminate the master's degree (recommendation 2) and took no position on requiring additional units (135) for renewal (recommendation 6).

Accepting the recommendations, wholly or in part, necessitates other changes to existing regulations with the addition of certain definitions, expanding the nomenclature of certification to a more inclusive term of "credentialing", and clarifying regulatory language.

SUMMARY:

The attached document represents the proposed changes to which the PSTEB agreed and are based on the recommendations of the Work Group on the Restructuring of Certification. Recognizing that the Maryland State Board of Education may not be in agreement with the proposed changes, the PSTEB is requesting a Joint Conference Committee.

ACTION:

The PSTEB is requesting that a Joint Conference Committee be convened to discuss the proposed changes to COMAR13A.12.01, General Provisions.

BJS: jes

Attachment

Attachment

COMAR 13A.12.01

REVISED

Key:
Brackets [ ] indicate deleted text.
Bold text indicates new language.

.01 Purpose of [Licensure] **Credentialing** in Maryland.

[Certification] **Credentialing** of professional education personnel by the State is established to offer assurance to the citizens of this State that:

A. Professional public educational staff possess the minimum essential knowledge and skills needed to achieve outcomes for public education declared by the State Board of Education;

B. The results of professional preparation and training are united with the instructional practices and outcomes expected for public education;

C. Academically successful, multitalented, and experientially diverse individuals are being sought and retained by local school systems**, non-public special education facilities, and State-operated schools;** and

D. [Certificated] **Credentialed** education personnel maintain competent practice through career long-engagement with their content area, research, best practice, and expert opinion.

.02 Definitions.

A. In this subtitle, the following terms have the meanings indicated.

B. Terms Defined.

(1) "Acceptable credit" means content or professional education course work earned or taught after the conferral of the bachelor's or higher degree as provided in [Regulation]**§**.05C of this chapter.

(2) "Accredited" has the meaning stated in §B**(21)** [(17)] of this regulation.

(3) "[Accredited] **Approved** nonpublic school" means a nonpublic school **approved to operate** by the [accredited by a national organization, regional organization, or] State Board of Education **under COMAR 13A.09.10.**

(4) "Applicant" means an individual who has initiated a written request for [certification] **credentialing** and has completed all application requirements under Regulation .10 of this chapter.

(5) "Appropriate certificate" for:

(a) A teacher means a professional certificate, a resident teacher certificate, or a conditional certificate;

(b) A specialist means a professional certificate or a conditional certificate if the applicant is within 6 semester hours of the professional certificate; and

(c) An administrator or supervisor means a professional certificate, a resident principal certificate, a resident assistant principal certificate, or a conditional certificate if the applicant is within 6 semester hours of the professional certificate.

(6) "Conditional certificate" means a degree or non-degree certificate issued for 2 years while the applicant successfully pursues an acceptable plan developed by the applicant and the local school system officials to meet the professional certificate standards under Regulation. 05 of this chapter. [For specific requirements, see Regulation .08 of this chapter.]

(7) "Conditional contract" means a contract signed by a teacher **or specialist** under COMAR 13A.07.02.01C.

(8) "Content course work" means course work completed in academic **or content** disciplines as differentiated from professional education course work.

(9) "Continuing professional development credits (CPDs)" means credits earned **at an institution of higher education (IHE), or following completion of Department-approved courses or professional experiences offered by a local school system.**

(10) "Continuing Education Units (CEUs)" means the number of clock hours or contact hours used to renew licenses issued by other licensing boards and approved by the Department.

(11) "Credential" means a license or certificate issued under Regulation .06 of this chapter to individuals not required to hold a certificate, or to individuals required to hold certification as stated in §.03B(1) –(3) of this chapter.

(**12**) "Crime against children" means any crime defined in Criminal Law Article, §3-601 **and 3-602**, Annotated Code of Maryland.

(13) "Crime of violence" means any crime as defined in Criminal Law Article, §14-101, Annotated Code of Maryland.

(14) "Department" means the Maryland State Department of Education.

(15) "Department-recognized credits" means credits earned through continuing professional development credits (CPDs), continuing education units (CEUs), equivalent credits and job embedded professional development.

(16) "Endorsement" means an additional subject or content area added to an existing professional credential.

(17) "Equivalent credits" means continuing professional development experiences approved by the local superintendent of schools, a list of which is maintained by the Department, which are applied toward the renewal of the Advanced Professional Certificate.

[(13) "Essential dimensions of teaching" means outcomes consistent with national standards and identified by the State Board of Education for approval of Maryland teacher education programs under Regulation .04B of this chapter.]

(18) "Full-time teaching experience" means a period of not less than 9 consecutive months as the responsible teacher in a classroom pursuant to an appointment requiring service for 50 percent or more of the school week or the equivalent.

(19) "Higher degree" means a degree earned that is higher than a bachelor's degree such as a Ph.D., Ed.D., Ed.S., Master's degree, J.D., M.D., D.D.M., D.D.S. or L.L.M.

(20) "Historic Maryland Certificate" means a previously issued [certificate] **credential** for which a [certification] **credential** area no longer exists.

(21) "Institution of higher education (IHE)" means an accredited college or university that meets one of the following standards:

(a) It is accredited by an accrediting commission in one of the regional associations of colleges and schools;

(b) It participates in the ICC or [the NCATE] **a Department-recognized national accreditation** program[s]; or

(c) Its course work is accepted by the state in which the institution is located for teacher [certification] **credentialing** purposes.

(22) "Interstate Certification Compact (ICC)" means a legal agreement with other states to facilitate the [certification] **credentialing** of out-of-State teachers and other professional educational personnel as authorized by Education Article, Title 6, Subtitle 6, Annotated Code of Maryland, or as otherwise provided by law.

(23) "Job-embedded professional development" means teacher learning that is primarily school or classroom based, grounded in day-to-day teaching practice, may be integrated into the school day and is designed to enhance a teacher's content-specific instruction and improve student learning.

(24) "License" means a Practitioner License or Advanced Professional License.

(25) "Local school system" means a Maryland public school system, a State-operated school, or a[n] [accredited] nonpublic school **approved under COMAR 13A.09.10.**

(26) "Local superintendent of schools" means the chief administrative officer of a Maryland public school system, or the equivalent administrative leader of a State-operated school or nonpublic school approved under COMAR 13A.09.10.

(27) "Long-term substitute experience" means full-time, continuous substitute teaching service rendered in the same classroom for not less than 3 months.

[(21) "Mentor" means an individual who possesses the attributes set forth in COMAR 13A.07.01.03.]

(28) "National [Council for the] Accreditation **Program** [of Teacher Education (NCATE)]" means a[n council providing] **Department-recognized** accreditation of professional education units in United States colleges[/] **or universities** that prepare professional educators to staff PreK—12 schools for children.

(29) "Occupational experience" means experience gained while employed performing the trade[/] **or career area** to be taught.

(30) "Out-of-area assignment" means assignment of a certificated teacher to teach in a subject area other than in the area in which certificated.

(31) "Professional certificate" means a**n Initial Professional Certificate**, Standard Professional Certificate, or an Advanced Professional Certificate.

(32) "Professional development plan" means a **plan collaboratively designed by the certificate holder and his or her supervisor or designee, which describes the certificate holder's** [plan to describe the employee's] continued professional growth, **including** [.]**specified needs, strengths, and interests.**

(**33**) "Professional education course work" means course work dealing with the knowledge and process of teaching **(pedagogy)** [to prepare to become a teacher], as differentiated from content course work.

(**34**) "Regular contract" means a contract signed by a **certificated professional employee** [teacher] under COMAR 13A.07.02.01B.

(**35**) Required Grade.

(a) "Required grade" means a grade of "C" or better.

(b) For a teaching internship, "required grade" means a grade of "C" or better, pass, or satisfactory.

(**36**) "Resident Teacher Certificate" means a certificate issued to an applicant holding a bachelor's or higher degree from an IHE but not meeting professional requirements for the **Initial Professional Certificate or** Standard Professional Certificate. [For specific requirements, see Regulation.07 of this chapter.]

(**37**) "Satisfactory school-related experience" means professional, full-time experience as a teacher, specialist, administrator, or supervisor in a public school [or accredited], **approved** nonpublic school, or **State-operated school** for which the annual overall evaluation rating is satisfactory or better.

(**38**) "School" means a public school [or], an [accredited] **approved** nonpublic school[.], **or State-operated school.**

(**39**) "Semester hours" means credit hours earned at an IHE within a semester system of scheduling, and are required unless a regulation in this subtitle states that CPDs may be used.

(**40**) "Specific [certification] **credential** area" means a:

(a) Content area or subject area such as English, music, or physical education;

(b) Grade level such as early childhood, elementary, middle, secondary, or PreK—12; or

(c) Job specific designation under COMAR 13A.12.02, 13A.12.03, and 13A.12.04.

(**41**) "Supervised experience" means an internship, practicum, or student teaching provided by an IHE.

(**42**) "Teacher [certification] **credentialing** tests" means the tests offered nationally in basic skills, required content or subject matter, and pedagogy that have been validated according to generally accepted professional standards and approved by the State Board of Education, a list of which is maintained in the Division of Certification of the Department.

(**43**) "Teaching experience" means one of the following experiences in the [certification] **credential** area in a school at the appropriate age or grade level for which the applicant is seeking [certification] **credentialing**:

(a) A satisfactory, supervised experience;

(b) 1 year of satisfactory, full-time teaching experience **in the credential area being sought**; or

(c) Accumulation of 1 school year of satisfactory, long-term substitute experience **in the credential area being sought.**

(**44**) "Transcript analysis" means a review used to determine the appropriateness of course work or other experiences in the [certification] **credential** area sought by the applicant.

.03 Personnel

A. The regulations in this subtitle are established as [certification] **credential** standards for personnel educating students. A local school system may establish additional requirements as a condition of employment.

B. Personnel Subject to Certification.

(1) Public Schools.

(a) A teacher employed in an early childhood, elementary, PreK—12 or secondary school program in the public school systems of Maryland shall hold an appropriate certificate under COMAR 13A.12.02.

(b) A specialist employed in an early childhood, elementary, PreK—12, or secondary school program in the public school systems of Maryland shall hold an appropriate certificate under COMAR 13A.12.03 or a license in certain areas as otherwise provided in State law.

(c) An administrator, supervisor, and assistant in administration and supervision employed in an early childhood, elementary, PreK—12, or secondary school

program in the public school systems of Maryland shall hold an appropriate certificate under COMAR 13A.12.04.

(2) State-Operated-School Personnel. A teacher, specialist, administrator, and supervisor employed in an early childhood, elementary, or secondary school program operated by a State agency shall hold an appropriate certificate for personnel employed in comparable positions in the public school systems.

(3) Nonpublic School Personnel. A teacher, specialist, administrator, and supervisor employed in an early childhood, elementary, and secondary school program in nonpublic schools approved by the State Board of Education under COMAR 13A.09.10 shall hold an appropriate certificate as provided under COMAR 13A.12.02, 13A.12.03, and 13A.12.04.

C. Personnel With Option. Personnel who are eligible to hold a [certificate] **credential** under [Regulation] §.06A—E of this chapter have the option to hold that [certificate] **credential.**

D. **Personnel Not Subject to Certification. Personnel who are not required to hold a certificate as specified in §B(1–3) of this regulation may receive the appropriate license as provided under Regulation .06 of this chapter.**

E. Personnel Not Eligible.

(1) An individual who has been convicted of, pleads guilty or *nolo contendere* with respect to, or receives probation before judgment with respect to, a crime against children or a crime of violence, or an individual whose [certificate] **credential** is suspended, revoked, or voluntarily surrendered under COMAR 13A.12.05 or in another state for a cause comparable to one for which suspension or revocation is required in Maryland, may not hold [certification] **a credential** during the period of ineligibility.

(2) Personnel under investigation for a cause under COMAR 13A.12.05 shall remain ineligible for a [certificate] **credential** pending the result of the investigation.

(3) An individual who signs the State regular contract or provisional contract for conditional or resident teacher certificate holders and leaves the employment of the local school system on or before the first day of the school year may be ineligible to receive a [certificate] **credential** for not more than 365 days.

(4) An individual whose failure to pay child support meets the criteria for denial of a professional license pursuant to Family Law Article §10-119.3, Annotated Code of Maryland, following written notification to the State Superintendent of Schools by the Department of Human Resources, Child Support Enforcement Administration, is ineligible for a [certificate] **credential.**

(a) Prior to denial of a [certificate] **credential**, the State Superintendent shall send written notice to the individual, including the right to contest the identity of the individual whose [certificate] **credential** shall be denied.

(b) An individual may appeal the decision to deny a [certificate] **credential** based on failure to pay child support in accordance with Title 10, Subtitle 2 of the State Government Article. At the appeal hearing, the issue shall be limited to whether the Department of Human Resources, Child Support Enforcement Administration, has mistaken the identity of the individual whose [certificate] **credential** was denied.

(c) The State Superintendent shall immediately process an application for a [certificate] **credential** if notified by the Department of Human Resources, Child Support Enforcement Administration, that the individual is eligible for [a professional license and the individual otherwise qualifies for] a [certificate] **credential**.

.04 Options for Obtaining **an** Initial Maryland [Certification] **Credential.**

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A. An applicant shall fulfill initial [certification] **credentialing** standards by completing one of the approved options in §§B—G of this regulation or a local school system may request a conditional certificate for an applicant who does not meet the requirements for a professional certificate, if the requirements under Regulation.08 of this chapter are satisfied.

B. Maryland Approved Programs. The applicant shall complete a program approved by the State Superintendent of Schools under COMAR 13A.07.06. Graduates of these programs, after completing all application procedures, shall receive **a credential** [certification] without analysis of transcripts by the Department or its designee.

C. Approved Out-of-State Teacher Education Programs. The applicant shall complete a program offered by an IHE leading to **a** teacher [certification] **credential** in the state in which the institution is located, for which a comparable Maryland [certificate] **credential** is issued.

D. Approved Out-of-State Specialist or Administrator Programs. The applicant shall complete a graduate program offered by an IHE under COMAR 13A.12.03 and COMAR 13A.12.04 leading to **a** specialist, administrator, or supervisor [certification] **credential** in the state in which the institution is located for which a comparable Maryland [certificate] **credential** is offered. [, if the requisite experience is submitted.]

E. Approved Professional Experience.

(1) The applicant shall:

(a) [Present] **Submit** a valid professional state [certificate] **credential** and verification of at least 27 months of satisfactory school-related experience **during the past 7 years, in the credential area sought,** on the basis of which application is being made for a [like or] comparable Maryland [certificate] **credential**; and

(b) If applicable to the [certification] **credential** being sought, meet the degree requirement under COMAR 13A.12.03 or 13A.12.04; or

(2) The applicant shall:

(a) [Present] **Submit a** valid professional [certification] **credential** from a country other than the United States and verification of 27 months of satisfactory school-related experience **during the past 7 years, in the credential area sought,** on the basis of which application is being made for comparable Maryland teaching [certificate] **credential [**during the past 7 years in the certification area sought]; **and**

(b) [Demonstrate proficiency in both spoken and written English; and]

[(c)] If applicable to the [certificate] **credential** being sought, also meet the degree requirements under COMAR 13A.12.03 or 13A.12.04.

[F. Regulation .05 of this chapter is not applicable to applicants under §E(2) of this regulation.]

[G.]**F**. Transcript Analysis. The applicant shall [present] **submit** verification of satisfactory completion of the requirements of a specific area under COMAR 13A.12.02, 13A.12.03, or 13A.12.04, with the required grades.

[H.]**G**. Maryland Resident Teacher Program. A local school system may request a Maryland Resident Teacher Certificate for an applicant who does not meet the requirements for a professional certificate, if the requirements under Regulation .07 of this chapter are satisfied.

.05 General Requirements for [Professional Certificates] **Credentials.**

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A. General Standards. An applicant for a professional [certificate] **credential** shall meet the following requirements unless otherwise provided in §D of this regulation:

(1) [Receive] **Submit** a bachelor's or higher degree from an IHE;

(2) Complete one of the [certification] **credentialing** options under Regulation .04 of this chapter; and

(3) **Submit:**

(a) Evidence of qualifying scores **in effect at the time of application,** as established by the State Superintendent of Schools on the teacher [certification] **credentialing** tests approved by the State Board of Education;

(b) A current, professional, out-of-State teaching [certificate] **credential** and verification that a qualifying score on a valid [S]state [certificate] **credentialing** test was submitted to receive the certificate; **or**

(c) A professional teaching [certificate] **credential** and 2 years of satisfactory [full-time] **school-related** teaching experience in the [certification] **credential** area at the appropriate **age/grade** level[; or].

[(d) Evidence of distinction of knowledge, skill, and practice of teaching provided to the applicant by a national or regional organization that is approved by the State Superintendent of Schools.]

B. Special Provisions.

(1) Credits from institutions in other countries shall be evaluated for comparability of degree and course work by an independent agency authorized to analyze foreign credentials and designated by the Department. The evaluation is conclusive for the Department.

(2) An applicant who [presents] **submits** a bachelor's or higher degree from an IHE whose official transcript notes the earning of credit using the College Level Examination Program may receive credit for those specific content course requirements.

C. Acceptable Credit. Acceptable credit shall be approved by the local superintendent of schools if the applicant is employed by the local school system, or [if the applicant is not so employed] by the State Superintendent of Schools, if the credit is:

(1) Earned or taught at an IHE or through [CPDs] **Department-recognized credits**;

(2) Related to a school assignment; **and**

(3) Earned within 5 years immediately preceding the date on which the [certificate] **credential** is issued. [; and]

[(4) Unless exempt under [Regulation] **§**.11A(7) of this chapter, earned in reading course work under [Regulation] **§**.11A(5) of this chapter if the teacher has not completed them.]

D. Exceptions. An applicant who does not possess a bachelor's or higher degree for [certification] **credentialing** in a career and technology education area which does not require a bachelor's degree is required to submit evidence of qualifying scores **in effect at the time of**

application, as established by the State Superintendent of Schools on the teacher [certification] **credentialing** tests approved by the State Board of Education.

E. An applicant shall present teacher [certification] **credentialing** test scores under §A of this regulation directly to the Department in one of the following ways:

(1) Directly from the testing company;

(2) By notation on an official college transcript;

(3) With the applicant's original score report or a copy of the applicant's score report verified to the satisfaction of the Department; or

(4) By verification from a state department of education.

.06 Professional [Certificates] **Credentials.**

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A. [Professional Eligibility Certificate] **Practitioner License.**

(1) A [Professional Eligibility Certificate] **Practitioner License** shall be issued to an applicant who:

(a) Meets all standards under Regulation .05 of this chapter; and

(b) Is not currently employed as a professional **required to hold a certificate** in [a local school system] **one of the entities specified in §.03B(1–3) of this chapter.**

(2) A [professional eligibility certificate] **Practitioner License** is valid for 5 years.

(3) If the individual signs a regular contract to serve as a professional within the local school system, the local superintendent of schools shall request from the Department the appropriate professional certificate.

B. Advanced Professional License. An Advanced Professional License shall be issued to an applicant who:

(1) Meets all standards under Regulation .05 of this Chapter;

(2) Meets one of the following standards:

(i) Earned a master's or higher degree from an IHE in a credential area directly related to public school education, including 6 semester hours related to the applicant's specific discipline or job assignment;

(ii) Earned at least 36 semester hours of approved content or professional education course work directly related to public school education, earned after the conferral of the bachelor's or higher degree, including at least 21 graduate credits, of which at least six credits shall be related to the applicant's specific discipline or job assignment; or

(iii) Obtained National Board Certification and earned a minimum of 12 semester hours of approved graduate course work related to the applicant's specific discipline or job assignment; and

(3) Is not currently employed as a professional required to hold a certificate in one of the entities specified in §.03B(1–3) of this chapter.

C. Initial Professional Certificate.

(1) An Initial Professional Certificate shall be issued to an applicant who:

(a) Meets all standards under Regulation .05 of this chapter; and

(b) Is employed as a professional **required to hold a certificate** in [a Maryland school] **one of the entities specified in §.03B(1–3) of this chapter.**

(2) An Initial Professional Certificate is valid for 5 years.

[B]**D.** Standard Professional I Certificate.

(1) A Standard Professional I Certificate shall be issued to an applicant who:

(a) Meets all standards for the **Initial Professional Certificate; and** [under Regulation .05 of this chapter; and]

[(b) Is employed as a professional in a Maryland school ; and]

(b) **Submits verification of a minimum of 3 years of satisfactory school-related experience.**

(2) A Standard Professional I Certificate is valid for 5 years.

(3) Before the expiration of the Standard Professional I Certificate, the applicant shall meet the requirements to obtain the Standard Professional II Certificate under §[C]**E** of this regulation or the Advanced Professional Certificate under §[E]**F** of this regulation.

[C]**E.** Standard Professional II Certificate.

(1) A Standard Professional II Certificate shall be issued to an applicant who:

(a) Meets all standards for the **Standard Professional Certificate I** [under [Regulation .05 of this chapter];

(b) [Presents] **Submits** verification of a minimum of 3 years of satisfactory school-related experience;

(c) [Presents] **Submits** 6 semester hours of acceptable credit as set forth in Regulation .05C of this chapter; **and**

(d) [Has] **Submits** a professional development plan designed by the employee in agreement with the local superintendent of schools to satisfy the requirements for the Advanced Professional Certificate [under §E of this regulation].**[**; and]

[(e) Is employed in a Maryland school.]

(2) A Standard Professional II Certificate is valid for 5 years.

(3) Before the expiration of the Standard Professional II Certificate, the applicant shall meet the requirements to obtain the Advanced Professional Certificate under §E of this regulation [or the Extended Standard Professional II Certificate under §D of this regulation].

[D. Extended Standard Professional II Certificate.

(1) An Extended Standard Professional II Certificate shall be issued to an applicant who:

(a) Has satisfied all the requirements to receive an Advanced Professional Certificate as set forth in §E of this regulation except for the course work requirement in §E(1)(d) of this regulation;

(b) Held a 3-year Standard Professional I Certificate; and

(c) Consecutively held or holds a 5-year Standard Professional II Certificate.

(2) An Extended Standard Professional II Certificate is valid for 3 years.]

[E]**F**. Advanced Professional Certificate.

(1) An Advanced Professional Certificate shall be issued to an applicant who:

(a) Meets all standards for the **Initial Professional Certificate** [under Regulation .05 of this chapter];

(b) [Presents] **Submits** 6 semester hours of acceptable credit as set forth in §.05C of this chapter;

(c) [Presents] **Submits** verification of 3 years of satisfactory school-related experience; and

(d) Meets one of the following standards:

(i) Earned a master's or higher degree from an IHE in a [certification] **credential** area directly related to public school education, including 6 semester hours related to the [teacher's] **applicant's** specific discipline or [the specialist's specific] **job** assignment;

(ii) Earned at least 36 semester hours of approved content or professional education course work directly related to public school education, earned after the conferral of the bachelor's or higher degree, including at least 21 graduate credits, of which at least six credits shall be related to the [teacher's] **applicant's** specific discipline or [the specialist's specific] **job** assignment; or

(iii) Obtained National Board Certification and earned a minimum of 12 semester hours of approved graduate course work[, earned after the conferral of the bachelor's or higher degree and] related to the [teacher's] **applicant's** specific discipline or [the specialist's specific] **job** assignment.

(2) An applicant for the Advanced Professional Certificate in a career and technology education area who does not possess a bachelor's or higher degree shall complete, in addition to the requirements for the Standard Professional Certificate, a planned program of 36 semester hours taken at an IHE. A maximum of 12 CPDs for the trade-related or reading course work may be applied to the total of 36 semester hours.

(3) An Advanced Professional Certificate is valid for 5 years.

.07 Resident Teacher Certificate.

A. Definitions.

(1) In this regulation, the following terms have the meanings indicated.

(2) Terms Defined.

(a) "Comparable state-approved test" means an assessment, approved by a state [certification] **credentialing** agency, that tests proficiency in basic skill areas such as reading, writing, and mathematics or in content areas such as English,

mathematics, science, and social studies, lists of which are maintained by the Department.

(b) "Clock hours" means hours devoted to instruction and preparation related to teaching, exclusive of internship hours.

B. The Resident Teacher Certificate shall be issued [initially] for 2 school years and [may] **shall** not be renewed.

C. Except as provided in §D of this regulation, an applicant for a Resident Teacher Certificate shall meet all of the following requirements **and submit**:

(1) [Hold] A bachelor**'s** or higher degree from an IHE;

(2) A qualifying score on a Department-approved test in basic skills or a comparable state-approved test in basic skills;

(3) [Obtain] A qualifying score on a Department-approved content area test or a comparable state-approved content test; and

(4) [Present] Official documentation from the local superintendent of schools, or a Department-recognized head of an organization of nonpublic schools, of completion of standards-based pre-employment training that includes:

(a) A minimum of 90 hours of study **based on State or national standards, which** may consist of a combination of semester hours and clock hours **including**: [and that are based on Maryland Essential Dimensions of Teaching or the Interstate New Teacher Assessment and Support Consortium standards and include:]

(i) Elementary reading processes and acquisition; or

(ii) Secondary teaching reading in the content areas part I;

(b) Enrollment in a Department-approved alternative preparation program; and

(c) An internship which was part of a Department-approved alternative preparation program.

D. Instead of meeting the requirements in §C of this regulation, an applicant may present official verification from the local superintendent of schools, or a Department-recognized head of an organization of nonpublic schools, of a valid alternative [certificate] **credential** issued [pursuant to] **by** an out-of-State program that Maryland accepts under the Interstate Certification Compact.

E. The local superintendent of schools, or a Department-recognized head of an organization of nonpublic schools, shall file a written request with the State Superintendent of Schools for the issuance of the Resident Teacher Certificate after the applicant has met the requirements under §C of this regulation.

F. An applicant who holds the Resident Teacher Certificate shall be eligible for the **Initial Professional Certificate or** Standard Professional Certificate **I** upon **submission** [receipt by] **to** the Department of all of the following items:

(1) Completion of an approved alternative program as verified by the program provider;

(2) A qualifying score on the applicable Department-approved pedagogy test; and

(3) Satisfactory teaching performance during the period of the residency as verified by the local superintendent of schools or a Department-recognized head of an organization of nonpublic schools.

.08 Conditional Certificate.

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A. Conditional [Teacher] **Degree** Certificate.

(1) A local school system shall request a Conditional [Teacher] **Degree** Certificate **for a teacher** only if a local school system is unable to fill a position with a qualified person who holds a professional certificate.

(2) An applicant hired by a local school system, who holds a bachelor's or higher degree from an IHE but does not meet the requirements for a professional certificate, may be issued the Conditional Degree Certificate at the request of the local superintendent of schools, upon submission of a plan created under COMAR 13A.12.02.

(3) A local school system shall request a Conditional Degree Certificate for a specialist, administrator, or supervisor only if the local school system is unable to fill a position with a qualified person who holds a professional certificate and the applicant is within 6 semester hours of completing the professional certificate requirements.

B. Conditional Non-Degree Certificate. An applicant who does not possess a bachelor's degree who is hired by a local school system in a career and technology education area which does not require a bachelor's degree, and who does not meet the requirements for a professional certificate, may be issued the Conditional Non-Degree Certificate at the request of the local superintendent of schools, upon submission of a plan created under COMAR 13A.12.02.

C. A Conditional Certificate issued in accordance with this regulation is valid for 2 years.

[(2) An applicant hired by a local school system, who holds a bachelor's or higher degree from an IHE but does not meet the requirements for a professional certificate, may be issued the Conditional Teacher Degree Certificate at the request of the local superintendent of schools, upon presentation of a plan created under COMAR 13A.12.02.

(3) An applicant who does not possess a bachelor's degree who is hired by a local school system in a career and technology education area which does not require a bachelor's degree, and who does not meet the requirements for a professional certificate, may be issued the Conditional Teacher Nondegree Certificate at the request of the local superintendent of schools, upon presentation of a plan created under COMAR 13A.12.02.

(4) A conditional teacher certificate issued in accordance with this regulation is valid for 2 years.]

[B. Conditional Specialist, Administrator, or Supervisor Certificate.

(1) A local school system shall request a conditional specialist, administrator, or supervisor certificate only if the local school system is unable to fill a position with a qualified person who holds a professional certificate.

(2) An applicant who holds the minimum degree required to be certified as a specialist, administrator, or supervisor under COMAR 13A.12.03 or 13A.12.04, but who does not meet the requirements for a professional certificate, may be issued a conditional specialist, administrator, or supervisor certificate at the request of the local superintendent of schools if the applicant is hired by the local school system and is within 6 semester hours of completing professional certificate requirements.

(3) A conditional specialist, administrator, or supervisor certificate issued in accordance with this regulation may not be renewed.]

.09 [Certificate] **Credential** Form.

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A. Basic Information. All [certificates] **credentials** shall have the same basic information which shall include all of the following information:

(1) Applicant's name and identification number;

(2) Period of validity;

(3) Highest degree earned;

(4) Type of [certificate] **credential**;

(5) Specific [certification] **credential** areas; and

(6) Notice of responsibility to renew.

B. Period of Validity. A [certificate] **credential** shall remain valid to the expiration date designated on the current [certificate] **credential** form under "Period of Validity".

C. Highest Degree Earned. The highest degree earned shall be listed on a [certificate] **credential** if the applicant [provides] **submits** official transcripts to verify completion of the degree from an IHE. [Any change in the highest degree shall be added only at the renewal date of a certificate.]

D. Specific [Certification] **Credential** Areas. A [certificate] **credential** shall name one or more of the following:

(1) Grade levels such as early childhood, elementary, middle, secondary, and PreK—12;

(2) Content area or subject area such as English, music, or physical education; or

(3) Job specific designation such as administrator, supervisor, or specialist in which the applicant is certified.

.10 Issuance of [Certificates] **Credentials.**

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A. Application Procedure.

(1) To obtain [certification] **credentialing** in a specific area, an applicant, or local school system on behalf of the applicant, shall submit a written request and documentation as required by the Department and in accordance with Family Law Article, §5-560 et seq., Annotated Code of Maryland.

(2) Documentation shall be evaluated by the Department or its designee and an application shall be provided to an applicant who satisfies the requirements for [certification] **credentialing**.

(3) Upon [receipt] **submission** of a satisfactorily completed application **and processing fee**, the [certificate] **credential** shall be issued.

(4) It is the responsibility of the [certificated] **credentialed** individual to maintain the validity of the [certificate] **credential** and to provide the Division of Certification of the Department with current information including name, address and degree status.

(5) The file of an applicant for [certification] **credentialing** who is not eligible for a [certificate] **credential** shall be maintained by the Department for 1 year from the date of the last correspondence.

B. Fee. The fee for the issuance of a [certificate] **credential** is provided in Education Article, §6-704(b), Annotated Code of Maryland, and shall be made payable to the Maryland State Department of Education by money order, certified check, cashier's check, or electronic payment.

C. New [Certification] **Credential** Areas. An applicant seeking to add new [certification] **credential** areas under Regulation .13 of this chapter shall [provide] **submit** appropriate documentation to the Department or to the local school system personnel office if employed. Upon [receipt] **submission** [at] **to** the Department of documentation that the applicant meets the requirements under COMAR 13A.12.02, 13A.12.03, or 13A.12.04, the new [certification] **credential** area will be added to the existing [certificate] **credential.**

D. Effective Dates of [Certificates] **Credentials**. A [certificate] **credential** issued to an applicant between:

(1) January 1—June 30, shall be dated January 1; and

(2) July 1—December 31, shall be dated July 1.

E. Effective Date of Evaluations. If a regulation is amended after the Department has completed an initial evaluation, the Department shall evaluate for a 3-year period the applicant's [credentials] **qualifications** under the applicable regulation in effect on the date of the Department's initial evaluation if the applicant completes at least 6 semester hours of course work per year toward the professional [certificate] **credential.** If the applicant fails to complete at least 6 semester hours of course work per year or fails to satisfy the [certification] **credentialing** requirements for a professional [certificate] **credential** within the 3-year period, the applicant shall meet the requirements of the current applicable regulation.

F. A Historic Maryland [Certificate] **Credential** may not be issued as an initial [certificate] **credential.**

.11 Renewal of [Certificates] **Credentials.**

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A. General.

(1) An applicant who receives a [certificate] **credential** is responsible for initiating the renewal of the [certificate] **credential.**

(2) Renewal requirements shall be [received at] **submitted to** the Department within 90 days of the expiration date listed under "Period of Validity" on the [certification] **credential** in order for the [certificate] **credential** to be considered continuous.

(3) Failure to Meet Requirements. Failure to meet the requirements of this section results in loss of the professional [certificate] **credential.** The local school system may request [a] **one** conditional certificate pursuant to Regulation .08 of this chapter for an employee who fails to meet the renewal requirements of the professional certificate.

(4) Fee. The fee for the renewal of a [certificate] **credential** is provided in Education Article, §6-704(b), Annotated Code of Maryland, and shall be made payable to the Maryland State Department of Education by money order, certified check, cashier's check, or electronic payment.

(5) If a teacher has not submitted the required semester hours in reading course work, the acceptable credit needed shall include:

(a) 12 semester hours in **current** reading **acquisition** theory, [and] methodology, **assessment of reading instruction, and materials for teaching reading** for early childhood, elementary, or **generic** special education **birth – grade 3 or grade 1-8,** [at that level] taken at an IHE or through CPDs, **a list of which is maintained by the Department;** [which shall include:

(i) Processes and acquisition of reading skills;

(ii) Best practices in reading instruction that include the cuing systems of graphophonics, semantics, and syntactics;

(iii) Use of reading assessment data to improve instruction; and

(iv) Materials for teaching reading in order to gain literary experience, perform a task, and read for information;]

(b) 6 semester hours in **methods for teaching** reading **in the content area** [methods] for secondary education or **generic** special education **grade 6-adult** [at that level], taken at an IHE or through CPDs, **a list of which is maintained by the Department;** [which shall include:

(i) Types of reading;

(ii) Use of reading assessment data to improve instruction;

(iii) Skills in reading including cognitive strategies in reading;

(iv) Reading instruction including reading aloud strategies and methods for diagnosing reading difficulties and making instructional modifications and accommodations for the student;

(v) Strategies for intrinsic and extrinsic motivation for reading;

(vi) Teaching students to learn from text by applying theories, strategies, and practices in daily classroom use including additional content in types of reading using authentic texts;

(vii) Skills in reading including processing of multimedia information and strategies to connect reading with study skills; and

(viii) Reading instruction that integrates content area goals with reading goals including strategies for students to communicate effectively orally and in writing about what they have read in content area texts;] or

(c) 6 semester hours as provided in §A(5)(b) of this regulation for [certification] **credentialing** at the PreK—12 level.

(6) To maintain the specific [certification] **credential** areas of the [certificate] **credential**, at least 6 semester hours are required in each renewal period until the required semester hours under §A(5) of this regulation are completed.

(7) A teacher is exempt from submitting the required semester hours in reading course work required under §A(5) of this regulation if the teacher [presents] **submits** evidence of a qualifying score as established by the State Superintendent of Schools on the test approved by the State Board of Education. **A teacher who qualifies for this exemption shall submit any remaining credits required under Regulation .05C of this chapter.**

B. Professional [Certificates] **Credentials**.

[(1) The Professional Eligibility Certificate shall be renewed for 5 years by an applicant not currently employed as a professional in a Maryland local school system, by presenting 6 semester hours of acceptable credit as set forth in Regulation .05C of this chapter and §A(5) of this regulation.

(2) The Standard Professional I Certificate shall be renewed only once upon the request of the local superintendent of schools for an applicant whose service was interrupted during the validity period of the Standard Professional I Certificate, preventing the applicant from meeting the experience requirement under Regulation .06C(1)(b) of this chapter, if the applicant presents 6 semester hours of acceptable credit as set forth in Regulation .05C of this chapter and §A(5) of this regulation.

(3) The Standard Professional II Certificate may not be renewed.

(4) The Extended Standard Professional II Certificate may not be renewed.

(5) The Advanced Professional Certificate shall be renewed for 5 years if an applicant is:

(a) Continuously employed as a professional in a Maryland school during the validity period of the certificate upon the request of the local superintendent of schools and upon presenting all of the following:

(i) A professional development plan for the subsequent Advanced Professional Certificate designed by the employee and reviewed by the local superintendent of schools that includes at least 6 semester hours of acceptable credit under Regulation .05C of this chapter and §A(5) of this regulation, or the equivalent once the required semester hours of reading course work are completed;

(ii) 6 semester hours of acceptable credit under Regulation .05C of this chapter and §A(5) of this regulation, or verification by the local superintendent of schools that the employee has earned the equivalent of 6 semester hours of credit in professional growth activities during the validity period of the current certificate once the required semester hours of reading course work are completed; and

(iii) Verification of 3 years of satisfactory school-related experience completed within the 5 years immediately preceding the issuance of the renewed Advanced Professional Certificate; or

(b) Not continuously employed as a professional in a Maryland school during the validity period of the certificate, upon the request of the applicant and upon the applicant presenting 6 semester hours of acceptable credit under Regulation .05C of this chapter and §A(5) of this regulation.]

(1) The Practitioner License or Advanced Professional License shall be renewed upon request for 5 years if the applicant:

(a) Is not employed as a professional required to hold a certificate in one of the entities specified in §.03B(1–3) of this chapter; and

(b) Submits 6 semester hours of acceptable credit under Regulation .05C of this chapter and §A(5) of this regulation.

(2) The Initial Professional Certificate shall be renewed once upon the request of the local superintendent of schools for an applicant who fails to meet the experience requirement under §.06D(1)(b) of this chapter.

(3) The Standard Professional I Certificate shall be not be renewed.

(4) The Standard Professional II Certificate shall not be renewed.

(5) The Advanced Professional Certificate shall be renewed for 5 years upon request by the local superintendent of schools if an applicant submits:

(a) A professional development plan for the subsequent Advanced Professional Certificate that includes at least 6 semester hours of acceptable credit or equivalent credits under Regulation .05C of this chapter and §A(5) of this regulation;

(b) 6 semester hours of acceptable credit or equivalent credits under Regulation .05C of this chapter and §A(5) of this regulation; and

(c) Verification of 3 years of satisfactory school-related experience completed within the 5 years immediately preceding the issuance of the renewed Advanced Professional Certificate.

C. Conditional [Teacher] Certificate

(1) [An applicant may hold only one Conditional Teacher Certificate which may be renewed in accordance with this regulation.]

[(2)] A Conditional [Teacher] **Degree** Certificate for **a teacher** may be renewed for 2 years, only one time, upon the recommendation of the local superintendent of schools, if the applicant has:

(a) Completed a minimum of 12 semester hours of course work toward the professional certificate during the 2-year period; and

(b) [Achieved] **Submitted** a qualifying score on the basic skills teacher [certification] **credentialing** test if required under [Regulation]**§**.05A(3) of this chapter.

(2) A Conditional Degree Certificate for a specialist, administrator or supervisor shall not be renewed.

D. Resident Teacher Certificate. A Resident Teacher Certificate may not be renewed.

.12 Reinstatement of a [Certificate] **Credential.**

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A. General.

(1) A [Professional] [Certificate or Professional Eligibility Certificate] **license** shall be reinstated if an applicant presents 6 semester hours of acceptable credit as set forth in Regulation .05C **and §.11A(5)** of this chapter.

[(2) If a teacher has not submitted the required semester hours in reading course work, the acceptable credit needed shall include the reading course work under Regulation.11A(5) of this chapter.]

(2) An Initial Professional Certificate may be reinstated, only one time, upon request by the local superintendent of schools for an applicant who fails to meet the experience requirement under §.06D(1)(b) of this chapter.

(3) A Standard Professional Certificate or Advanced Professional Certificate shall be reinstated upon request by the local superintendent of schools for an applicant who submits:

a. Verification of 3 years of satisfactory school-related experience; and

b. Six semester hours of acceptable credit as set forth in Regulation .05C and §.11A(5) of this chapter.

B. Exemptions.

(1) **An applicant who is not employed as a professional required to hold a certificate in one of the entities specified in §.03B(1–3) of this chapter shall be issued the appropriate license if the applicant:**

a. Submits 6 semester hours of acceptable credit as set forth in Regulation .05C and §.11A(5) of this chapter; or

b. Holds a valid professional credential issued by a member state; and

c. Submits verification of 3 years of satisfactory school-related experience within the last 7 years in the credential area endorsed on the Maryland credential.

[C]**((2)**. A Historic Maryland Professional [Certificate] **Credential** may not be reinstated.

[(1) A teacher holding an expired Maryland Professional Certificate or Professional Eligibility Certificate who holds a valid Professional Certificate issued by a member state and presents verification of 3 years of satisfactory experience within the last 7 years shall reinstate a Maryland Professional Certificate or Professional Eligibility Certificate.

(2) In order to maintain the specific certification areas on the certificate, a teacher shall submit at least 6 semester hours in each renewal period until the semester hours required under §A(2) of this regulation are completed.

(3) A teacher shall meet the reading course work requirements by presenting evidence of a qualifying score as set forth in Regulation .11A(7) of this chapter.]

.13 Adding New [Certification] **Credential** Areas.

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[A. In General.] Additional specific [certification] **credential** areas shall be added to a teacher's professional [certificate] **credential** if the applicant:

A. [Meets the requirements under COMAR 13A.12.03 or 13A.12.04;]

[B.] Meets the following requirements:

(1) For elementary or early childhood education, obtains 30 credits distributed across the four content areas of English, social studies, math, and science, with at least 6 credits in each content area;

(2) For secondary, middle school, or prekindergarten—12 education, obtains 30 credits at least 15 of which are in the area for which the new [certification] **credential area** is sought and 15 of which are in content-related areas; or

(3) For special education, obtains 30 credits of which at least 15 credits are in the age-appropriate area of special education and 15 are in related areas; [or]

[C]**B.** [Obtains] **Submits** a qualifying score as established by the State Superintendent of Schools on the content-specific tests required for [certification] **credentialing**[.]**; or**

C. Meets the requirements under COMAR 13A.12.03 or 13A.12.04 to add a specialist or administrator credential area.

.14 Waivers and Special [Certification] **Credential** Provisions.

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A. Waiver of [Certification] **Credential** Requirements. Except for teacher [certification] **credentialing** tests, the State Superintendent of Schools has the authority to waive the specific requirements for a [certificate] **credential** in an individual case if the State Superintendent of Schools determines, after thorough investigation, that the applicant's preparation or experience, or both, are adequate to justify a waiver.

B. Special Allowances. Renewal requirements for any professionally [certificated] **credentialed** employee may be waived without regard to Regulation .11 of this chapter if the:

(1) Renewal is recommended by the local superintendent of schools; and

(2) Professionally [certificated] **credentialed** employee is:

(a) 55 years old or older; or

(b) Employed for at least 25 years in public school service or approved nonpublic school service.

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