

Work Experience Option for Alternate Access License
June 25, 2012

7.1-02-04-01. Alternative access licenses for teacher shortages. Alternative access licenses will be issued under the following conditions:

1. Consideration for alternative access licenses will not be granted until after August first in any year.
2. Alternative access licenses may be issued only in areas where documented shortages of regularly licensed teachers exist as determined by the education standards and practices board. Shortage areas must be determined by the education standards and practices board based upon the ratio of regularly licensed teachers in the state who are qualified for the position to the number of schools with open positions requesting alternative access licensure. In cases where near shortages exist, the board must give additional consideration to whether the hiring school has made a diligent effort to attract and hire regularly licensed teachers.
3. The request for an alternative access license must be initiated by a school. The school board or administration must make the request in writing to the education standards and practices board for consideration of an alternative access license, indicating intent to offer a contract if licensure can be arranged. The request must document that a diligent effort has been made to employ a regularly licensed teacher to fill the position. Documentation of a diligent effort to employ qualified personnel should include information on how and how long the position was advertised, whether schools of education have been contacted in search of applicants, how many qualified applicants applied, how many applicants were interviewed, whether increases in salary or other incentives were offered in an attempt to attract qualified applicants, and whether these incentives are comparable to those offered by other schools of similar size and means.
4. The candidate must write a letter indicating willingness to accept the position if offered and complete all of the application requirements and fees prior to receiving the alternative access license.
5. Complete official transcripts of all college work must be sent to the education standards and practices board.
6. The applicant must have proficiency and hold minimum qualifications of a content area bachelor's degree in the content area to be assigned or have no less than two years of documented by the other state education license teaching in the content area to be assigned and have completed the Praxis I, Praxis II PLT, and Praxis II Content specific test in the content area to be assigned. The applicant may apply for the 40-day provisional license prior to submitting the Praxis test score results. ~~If an applicant already qualifies for teacher licensure in another content area, alternative access licensure may not be used to teach in a new content area while obtaining new content area requirements.~~

7. Renewal of alternative access licenses will be reviewed each year and will depend upon the supply of and demand for teachers as evidenced by documented efforts to obtain a licensed person for the position. The alternate access license will be issued only once to complete all testing requirements for regular licensure.
8. Renewal of the alternative access license, if permitted, is contingent upon presentation of at least one-third completion of the requirements for regular licensure as stated in section 67.1-02-02-02 and the North Dakota standards for teacher education program.
9. The fee for the alternative access license is one hundred fifty dollars for each year the license is issued.
10. Alternative access licensure is to address documented shortage areas only. Alternative access licensure may not be issued to applicants who have failed to meet the deadlines or conditions of their regular licensure renewal.
11. Initial applicants for alternative access licensure must also submit to the fingerprint background check as stated in subsection 9 of section 67.1-02-02-02.
12. Upon completion of all of the requirements for regular licensure stated in section 67.1-02-02-02, an individual holding an alternative access license may apply for a regular two-year initial license and begin accruing the eighteen months of successful teaching time required to move into the five-year cycle according to sections 67.1-02-02-02 and 67.1-02-02-04.

History: Effective July 1, 1995; amended effective October 1, 1998; October 16, 1998-April 14, 1999; June 1, 1999; March 1, 2000; July 1, 2004; April 1, 2006; July 1, 2008; July 1, 2010.

General Authority: NDCC 15.1-13-09, 15.1-13-10

Law Implemented: NDCC 15.1-13-10, 15.1-13-11, 15.1-13-14

67.1-02-04-04. Forty-day provisional licenses. Provisional licenses will be issued for a period of forty days under the following conditions:

1. Consideration for provisional licenses will not be granted until after August fifteenth in any year.
2. Provisional licenses can only be issued to those individuals who have met all of the other requirements for a license except:
 - a. For the final clearance of the bureau of criminal investigation and the federal bureau of investigation;
 - b. Pending the receipt of official transcripts or other original, signed, or certified documents; ~~or~~
 - c. The awarding of the degree and the official transcripts as documented by the institution of higher education registrar; Or
 - d. Pending the receipt of the official test scores for the Praxis I or the Praxis II.
3. The school wishing to hire the individual has submitted to the education standards and practices board a letter of need and intent to hire.
4. The individual has submitted the completed application packet and a letter to the education standards and practices board indicating no criminal background and the intent to accept the position.
5. The provisional license is issued for forty days but may be renewed at the discretion of the education standards and practices board and continued request of the school.
6. There is a one-time fee for the provisional license of twenty-five dollars.
7. Once the criminal background investigation has been completed and all official transcripts or other original, signed, or certified documents received, the education standards and practices board may issue the license for which the individual is qualified with its respective fees and conditions.

History: Effective March 1, 2000; amended effective July 1, 2004; April 1, 2006; July 1, 2008; July 1, 2010.

General Authority: NDCC 15.1-13-09, 15.1-13-10

Law Implemented: NDCC 15.1-13-10, 15.1-13-11, 15.1-13-13, 15.1-13-14

**Work Experience Option for TAFE
June 25, 2012**

67.1-02-03-11. Teaching alternative flexibility endorsement.

1. The applicant wishing to apply for the teaching alternative flexibility endorsement must:
 - a. Be licensed to teach by the education standards and practices board or approved to teach by the education standards and practices board;
 - b. Hold a minimum of a minor, or minor equivalency, or have no less than two years of documented through the other state educator license, teaching in the course area or field being taught;
 - c. Be a new teacher in the content area or have not taught the content area since January 1, 2002;
 - d. Provide a letter from the school district requesting this endorsement for the applicant and documenting a diligent effort has been made to employ a regularly licensed teacher to fill the position. Documentation of a diligent effort to employ qualified personnel should include information on how and how long the position was advertised, whether schools of education have been contacted in search of applicants, how many qualified applicants applied, how many applicants were interviewed, whether increases in salary or other incentives were offered in an attempt to attract qualified applicants, and whether these incentives are comparable to those offered by other schools of similar size and means;
 - e. Submit a program of study to be completed within three years to become highly qualified; and
 - f. Complete the teaching alternative flexibility endorsement plan form and submit with the seventy-five dollar fee to the education standards and practices board, 2718 gateway avenue, suite 303, Bismarck, ND 58503-0585.

If the applicant under this subsection is a special education teacher, the plan of study will need to be completed in two years and the teaching alternative flexibility endorsement will only be renewed once.

2. The applicant will:
 - a. Be provided by the school during the first year intensive supervision or structured mentoring to become highly qualified in the additional subjects; and
 - b. Have three years, or two years if the applicant is a special education teacher, to complete all requirements which includes all content preparation, pedagogy, and field experiences to become highly qualified in all areas of instruction.

The teaching alternative flexibility endorsement will be valid for one year and can be renewed twice, or once if the applicant is a special education teacher, provided the individual

demonstrates successful completion of one-third, or one-half if the applicant is a special education teacher, of the total course of study prior to each renewal.

History: Effective April 1, 2006; amended effective July 1, 2008.

General Authority: NDCC 15.1-13-09, 15.1-13-10

Law Implemented: NDCC 15.1-13-10, 15.1-13-11, 15.1-13-14

Interim Licenses for Substitute Teachers

June 25, 2012

67.1-02-04-02. Interim licenses for substitute teachers. Interim licensure may be granted for substitute teachers who ~~meet the initial requirements as outlined in subsections 1 through 6 and subsection 10 of section 67.1-02-04-04~~ submit a letter from a school district administrator requesting such license and hold a minimum of two years of post secondary education (48 semester hours) when a shortage of regularly licensed substitutes exists. The applicant must complete all of the application requirements, ~~and fees, and submit to the fingerprint background check as stated in subsection 9 of section 67.1-02-02-02~~ and fees, and submit to the fingerprint background check as stated in subsection 9 of section 67.1-02-02-02 prior to receiving the interim substitute license. The interim license fee for substitute teachers is forty dollars for one year. Renewal is contingent upon continued request from the school employing the substitute. ~~Individuals who hold an interim substitute licensure and wish to accept a full-time or part-time contract must do so under the reentry requirements in sections 67.1-02-02-04 and 67.1-02-02-09, including reeducation hours.~~ The interim license is valid for a minimum of one year and will expire on the applicant's birthdate day.

History: Effective October 16, 1998-April 14, 1999; amended effective June 1, 1999; March 1, 2000; July 1, 2004; April 1, 2006; July 1, 2010.

General Authority: NDCC 15.1-13-09, 15.1-13-10

Law Implemented: NDCC 15.1-13-10, 15.1-13-11

Approved June 25, 2012.

Welk, Janet L.

From: Colleen Park <colleenp@ndna.com>
Sent: Thursday, August 16, 2012 12:26 PM
To: Welk, Janet L.
Subject: RE: Admin. Rules

I would be able to schedule the notice for August 27 - September 1.

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**Colleen Park**  
**Advertising and Public Notice Coordinator**  
**North Dakota Newspaper Association**

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**From:** Welk, Janet L. [<mailto:jwelk@nd.gov>]  
**Sent:** Thursday, August 16, 2012 12:21 PM  
**To:** Cathy Wentz ([colleenp@ndna.com](mailto:colleenp@ndna.com))  
**Subject:** Admin. Rules

Hi Colleen. I'm in the process of setting up administrative rules hearing and need the last date of publication if I get the information to you by Friday, August 17. Thanks for all of your help.

Janet L. Welk, PhD  
ESPB Executive Director  
2718 Gateway Avenue, Suite 303  
Bismarck ND 58503

"One fact of research on teaching and learning remains incontestable—student achievement in classes with highly skilled teachers is better than in classes with less skilled teachers."  
From *Supervision to Build Mentor Expertise*, New Teacher Center



Education Standards and Practices Board  
2718 Gateway Avenue, Suite 303  
Bismarck, ND 58503-0585  
(701) 328-9641 Fax (701) 328-9647  
<http://www.nd.gov/espb>

September 26, 2011

North Dakota Newspaper Association  
1435 Interstate Loop  
Bismarck ND 58503-0567

Colleen Park  
Email: [Colleenp@ndna.com](mailto:Colleenp@ndna.com)

Please send the enclosed public notice to each official county newspaper for publication one time as soon as possible. Note that the publication of the notice must be in a display-type format with a minimum width of one column of approximately two inches [5.08 centimeters] and a depth of between three inches [7.62 centimeters] and four inches [10.16 centimeters.] Please also note that the notice must include a headline describing the general topic of the proposed rules.

Please send the billings along with the Affidavits of Publication to the Education Standards and Practices Board, 2718 Gateway Avenue, Suite 303, Bismarck, ND 58503.

Thank you for your assistance.

Sincerely,

A handwritten signature in black ink that reads 'Janet Welk'. The signature is written in a cursive style with a large, looping 'J' and 'W'.

Janet Placek Welk, PhD  
Executive Director  
Enclosure