



School Board of Brevard County  
2700 Judge Fran Jamieson Way  
Viera, FL 32940

## **STEPS TO TEACHER CERTIFICATION**

- You must hold a bachelor's degree or higher from an accredited college/university which is the first step that allows you to start the process of teacher certification. If you have foreign transcripts, it is required to have them evaluated by an approved credential evaluation agency. For more information on foreign transcripts please visit: <http://www.fldoe.org/teaching/certification/foreign-trained-grads/>
- Take and pass the subject area exam in the certification area/grade level you wish to teach (i.e., Elementary Education, Music, Math, English, etc.). To register for the subject area exam please visit [www.fl.nesinc.com](http://www.fl.nesinc.com)
- After you have successfully passed the subject area exam, apply to the Florida Department of Education (FL DOE) for certification; you will be eligible for a five-year temporary certificate in that subject. Here is the link: <http://www.fldoe.org/teaching/certification/on-line-application-status-lookup-site.stml>. **You must use Microsoft Edge as your browser.**
- Send official sealed transcripts to the FL DOE, which shows the degree conferred/date awarded and your full SSN noted, to this address: Bureau of Educator Certification, Room 201, Turlington Bldg., 325 West Gaines Street, Tallahassee, FL 32399-0400.
- The Florida Department of Education will send you a *Statement of Status of Eligibility (SOE)*. This official document will state that you are eligible to receive a five-year nonrenewable Temporary Certificate once you are hired by a public or charter school. Once you receive the SOE you may apply for instructional positions with Brevard Public Schools if you have completed an online BEACON\* application with our school district. Brevard Public Schools district personnel will advise you of potential additional requirements for employment in our school district and compliance with the federal Every Student Succeeds Act (ESSA). This letter will also inform you of all additional requirements you must meet during the validity period of your nonrenewable Temporary Certificate. The requirements may include successful completion of:
  - ✓ **General Knowledge exam**
  - ✓ **Professional Ed exam**
  - ✓ **The New Teacher Induction Program**
  - ✓ **Subject area exam**
  - ✓ **One year of full-time teaching experience**
  - ✓ **Additional educational courses (18 +/- credit hours)**
  - ✓ **These requirements must be met by April 1<sup>st</sup> of the year your Temporary Certificate expires (date subject to change).**
  - ✓ **Course work may be completed by attending an accredited college/university or you may be eligible to apply and participate in the Brevard Public Schools Professional Learning Certification Program (PLCP).**

\*All applicants must complete an online employment application, which our school district refers to as BEACON. Here is the link: <https://iss.brevard.k12.fl.us/AT000.pgm> Brevard Public Schools accepts electronic transcripts directly from the college/university at: [Transcripts@Brevardschools.org](mailto:Transcripts@Brevardschools.org)

### **Certification Contacts**

Sharon Doran: 321/633-1000, Ext. 11211 or [Doucett-Doran.Sharon@Brevardschools.org](mailto:Doucett-Doran.Sharon@Brevardschools.org)

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