

DEPARTMENT OF EDUCATION

Certification Office

P. O. Box DE

Hagatna, GU 96932

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FAX (671) 477-0697 E-mail: esalas@guam.doe.edu.gu

Request for Guam Professional Certification

Check one: U.S. Citizen Initial Evaluation Renewal
U.S. Permanent Resident

NAME: Last First Middle DATE:

ADDRESS:

Social Security # Phone #: (H) (W) E-mail (off island)

CERTIFICATION SOUGHT:

- Elementary K-5 Early Childhood Pre-K-2 Headstart
Math 6-12 Home Economics 6-12 School Librarian K-12
Science 6-12 Social Studies 6-12 Guidance and Counseling K-12
Language Arts 6-12 Physical Education 6-12 School Health Counselor (R.N.)
Music K-12 Industrial Arts 6-12 Chamorro Language & Culture
TESOL/LOTE Reading K-12 School Program Consultant
Art 6-12 School Psychologist Administration & Supervision
Vocational Instructor Special Education K-12
Spanish/Japanese 6-12 Other

PROFESSIONAL INFORMATION: (Must have an earned Bachelor's degree.)

Name of Institution:
Degree (undergraduate): Year:
Major: Minor:

Name of Institution:
Degree (graduate): Year:
Major:

Are you presently employed with DOE? Yes No

If ya, what school/grade and subject:

Previous full time teaching/counseling/nursing experience: (Please indicate.)

Guam No. of yrs. Elsewhere: No. of yrs. U.S. Registered Nurse No. of yrs.

Do you now hold a valid U.S. teaching certificate? Yes _____ No _____
 If yes, from which State/territory? _____ Expiration date: _____
 Type: _____ Certification No. _____

ENGLISH PROFICIENCY EXAM:

In accordance with Board Policy No. 1000.137, all persons applying for educational certification with the Department of Education (except School Health Counselors, Headstart teachers, speech therapists) will be required to take a written and oral English exam.

Prior to May 1, 1990, did you take and successfully complete the entire Basic English Skills Test of English Proficiency (BESTE)? _____ Yes _____ No

Have you taken and successfully completed the entire Guam Educators Test of English Proficiency (GETEP)? _____ Yes _____ No

REQUIRED DOCUMENTS: Official transcripts (with embossed seal)
 Copy of valid U.S. teaching certificate for initial applicants
 Guam R.N. license for school health counselors and verification of at least 2 years of Registered Nurse experience.

RENEWAL REQUIREMENTS:

- Verification of satisfactory teaching/nursing experience for validity period of expiring certificate.
- Official transcript for History of Guam/Culture of Guam for first-time renewal.
- Professional I renewals require official transcripts showing completion of 6 semester hours of professional related graduate or undergraduate credits or 18 Continuing Education Units or 6 semester hours of professional development credits (ED894) or combination credits completed within validity period of expiring certificate.
- Profession II renewals must meet the same renewal requirements as Professional I certificate holders beginning January, 2001.
- School Health Counselors may accumulate 90 nursing CE's in lieu of 6 semester hours.

Have you ever had a U.S. teaching certificate/license revoked? _____ Yes _____ No
 Have you taken History of Guam/Culture of Guam? _____ Yes _____ No
 Are your official transcripts attached? _____ Yes _____ No

Note: A certification fee will be assessed based on the type of certificate you receive ranging from \$5.00 for Emergency to \$25.00 for Professional I to \$35.00 for Professional II. Fee payment must be remitted w/application. Make check payable to Dept. of Educ.

 Signature

Note #2: Graduates of foreign institutions must send transcript (s) off-island to approved foreign transcript evaluation agency. There will be an agency fee assessed for this service.