

REQUIREMENTS FOR BILINGUAL EDUCATION, PREK-12 ENDORSEMENTS

ARIZONA DEPARTMENT OF EDUCATION – CERTIFICATION UNIT

ENDORSEMENT IS REQUIRED OF AN INDIVIDUAL WHO IS A BILINGUAL CLASSROOM TEACHER, BILINGUAL SPECIALIST, BILINGUAL RESOURCE TEACHER OR OTHERWISE RESPONSIBLE FOR PROVIDING BILINGUAL INSTRUCTION. THE HOLDER OF THIS ENDORSEMENT IS ALSO AUTHORIZED TO TEACH ENGLISH AS A SECOND LANGUAGE (ESL).

➤ **Provisional Bilingual Endorsement**

The provisional endorsement is valid for three years and is not renewable.

Requirements for the Provisional Bilingual endorsement are:

1. Completed [Application for Certification](#)
2. Appropriate fee (see Application for Certification)
3. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic). For more information visit the [Arizona Department of Public Safety](#) website or call (602) 223-2279.
4. A valid Arizona Elementary, Secondary, Special Education, Career and Technical Education, Early Childhood, Arts Education PreK-12, PreK-12 Physical Education, Supervisor, Principal or Superintendent certificate.
5. Verification of proficiency in a spoken language other than English or sign language, verified by **one** of the following:
 - A. A passing score on the Arizona Classroom Spanish Proficiency Examination approved by the Board. Submit the official score report or letter from verifying that you passed the exam.
 - B. A passing score on a foreign language subject knowledge portion of the Arizona Educator Proficiency Assessment (AEPA), National Evaluation Series (NES) exam.
 - C. A passing score on a substantially similar exam from another state or agency. Submit the official score report.
 - D. A minimum passing score of "Advanced Low" on the American Council on the Teaching of Foreign Languages (ACTFL) Speaking and Writing exam in the foreign language.
 - E. If an exam in the language is not offered through the Arizona Teacher Proficiency Assessments or the American Council on the Teaching of Foreign Languages, proficiency may be verified by the language department of an accredited institution.
 - F. Proficiency in American Indian languages shall be verified by an official designated by the appropriate tribe.
 - G. Proficiency in Sign Language is verified with 24 semester hours of coursework.
 - H. A valid comparable certificate in the foreign language from the National Board for Professional Teaching Standards.
 - I. A Bachelor's, Master's, or Doctorate degree from an accredited institution in the foreign language. Submit official transcript(s).
 - J. Three (3) years of full-time teaching experience in any state, including Arizona, in the foreign language grades 6-12. Submit a Verification of Teaching Experience form signed and completed by the District Superintendent or Personnel/HR Director to verify teaching experience. *Note: Experience teaching in a foreign school will not be accepted.*
 - K. Verification that the applicant taught courses relevant to the foreign language for the last two consecutive years, and for a total of at least three years, at one or more regionally or nationally accredited postsecondary institutions. Submit a verification letter from a department chair, dean, or personnel director, verifying your employment for the specific durations from one or more qualifying postsecondary institutions.
 - L. Demonstration of expertise in the foreign language through five years of relevant work experience. "Work experience" means work experience identified in the submission of a resume verified by a hiring public school superintendent, personnel director, or the Department of Education which demonstrates knowledge or skills relevant to the subject area. Submit a verification letter from a public school superintendent or personnel director verifying that you have at least five years of relevant work experience in the requested subject area, if applicable.

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➤ **Full Bilingual Endorsement**

The endorsement shall be automatically renewed with the certificate on which it is posted.

Requirements for the Full Bilingual Education endorsement are:

1. Completed [Application for Certification](#)
2. Appropriate fee (see Application for Certification).
3. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic).
4. A valid Arizona Elementary, Secondary, Special Education, Career and Technical Education, Early Childhood, Arts Education PreK-12, PreK-12 Physical Education, Supervisor, Principal or Superintendent certificate.
5. Option A, B, or C:
 - A. Completion of a bilingual education program from an accredited institution.
 - B. The following courses:
 - 3 semester hours of foundations of instruction for non-English-language-background students
 - 3 semester hours of bilingual methods
 - 3 semester hours of English as a Second Language for bilingual settings
 - 3 semester hours of courses in bilingual materials and curriculum; assessment of limited-English-proficient students; teaching reading and writing in the native language, or English as a Second Language for bilingual settings
 - 3 semester hours of linguistics to include psycholinguistics, sociolinguistics, first language acquisition, and second language acquisition for language minority students; or American Indian language linguistics
 - 3 semester hours of courses dealing with school, community, and family culture and parental involvement in programs of instruction for non-English-language-background students
 - 3 semester hours of courses in methods of teaching and evaluating handicapped children from non-English-language backgrounds. These hours are only required for bilingual endorsements on special education certificates.
 - C. The applicant holds a valid, comparable Bilingual certificate or endorsement from another state and is in good standing with that other state. Submit a photocopy of your out-of-state certificate or endorsement.

NOTE: Applicants who qualify under option C are not required to meet Requirement # 6 and # 7.

6. Practicum in a bilingual program or **two years** of verified full-time bilingual teaching experience. Please submit a [Verification of Teaching Experience](#) form from the District Superintendent or Personnel Director to verify teaching experience.
7. Verification of proficiency in a spoken language other than English or sign language, verified by **one** of the following:
 - A. A passing score on the Arizona Classroom Spanish Proficiency Examination approved by the Board. Submit the official score report or letter from verifying that you passed the exam.
 - B. A passing score on a foreign language subject knowledge portion of the Arizona Educator Proficiency Assessment (AEPA), National Evaluation Series (NES) exam.
 - C. A passing score on a substantially similar exam from another state or agency. Submit the official score report.
 - D. A minimum passing score of "Advanced Low" on the American Council on the Teaching of Foreign Languages (ACTFL) Speaking and Writing exam in the foreign language.
 - E. If an exam in the language is not offered through the Arizona Teacher Proficiency Assessments or the American Council on the Teaching of Foreign Languages, proficiency may be verified by the language department of an accredited institution.

** REQUIREMENTS MAY BE SUBJECT TO CHANGE AND ARE FULLY REFERENCED IN THE ARIZONA REVISED STATUTES AND ADMINISTRATIVE CODE. **

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- F. Proficiency in American Indian languages shall be verified by an official designated by the appropriate tribe.
- G. Proficiency in Sign Language is verified with 24 semester hours of coursework.
- H. A valid comparable certificate in the foreign language from the National Board for Professional Teaching Standards.
- I. A Bachelor's, Master's, or Doctorate degree from an accredited institution in the foreign language. Submit official transcript(s).
- J. Three (3) years of full-time teaching experience in any state, including Arizona, in the foreign language grades 6-12. Submit a Verification of Teaching Experience form signed and completed by the District Superintendent or Personnel/HR Director to verify teaching experience. *Note: Experience teaching in a foreign school will not be accepted.*
- K. Verification that the applicant taught courses relevant to the foreign language for the last two consecutive years, and for a total of at least three years, at one or more regionally or nationally accredited postsecondary institutions. Submit a verification letter from a department chair, dean, or personnel director, verifying your employment for the specific durations from one or more qualifying postsecondary institutions.
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