

**MUSCOGEE COUNTY SCHOOL DISTRICT  
STATE OF GEORGIA  
TEACHER CERTIFICATION REQUIREMENTS**

Thank you for your interest in entering a career in public school teaching. Teaching in a public school in the State of Georgia is contingent upon your ability to obtain teaching certification through the State of Georgia's Professional Standards Commission, a department of the Georgia Department of Education. Here are some clarifications about getting certified, so that you can assess whether or not you are on the right track in considering teaching as a career.

You may have heard about teaching "provisionally". First, "provisional" is an unofficial term, which means an individual has been granted a Non-Renewable, Non-Professional Teaching Certificate, but is finishing program and testing requirements simultaneous to filling a teaching vacancy. Just because a person qualifies for a non-renewable certificate does not mean they will be hired by Muscogee County School District. We will only consider the "provisional" candidate if it is in a critical needs teaching field. Also, we will look at how much of the program has been completed in assessing their appropriateness for hire at this time. The more requirements that are already completed, the more likely a candidate is to be considered and approved by the school district for hire.

Teaching is not just a job; it is a professional career. Like any professional career, preparation is critical to success in this field. Listed on the next page are the minimum requirements for teaching in the state of Georgia for almost all academic content teaching fields. The only exception would be for the career technical areas of construction, electronics, metals, welding, culinary arts, etc., JROTC, and occasionally foreign languages and artists in residence. There are different entry level requirements that may be used in these fields, under a special permit process.

You can get the details of all certification avenues also by going directly to the Georgia Professional Standards website at [www.gapsc.com](http://www.gapsc.com). You can contact the PSC at 1.800.869.7775 Monday – Friday 9 am – 4:30 pm.

## MINIMUM REQUIREMENTS CHECKLIST

To be considered for initial certification in the state of Georgia, not having held past teaching certification in another state, you must meet the following qualifications:

### 1. Teaching Certification Requirement #1: Bachelor's Degree

Except for some of the vocational areas listed on the first page, you must hold at least a bachelor's degree in the state of Georgia to teach.

Have you completed a Bachelor's Degree?                      Yes                       No

**IF NO:** You are NOT eligible for teaching positions at this time, including Adult Education with Muscogee County School District. If you have 60 semester hours/90 quarter hours of college credit, you may qualify for substitute teaching with MCSD.

You cannot proceed further in consideration for teaching certification without this minimum requirement.

Note: The relevance of the degree you have received to the content field in which you want to teach may be a factor for consideration for teacher preparation program acceptance. You may be required to take additional college content courses in addition to the teaching courses in order to get full certification. Ex: a degree in Criminal Justice may not have enough relevant content courses to teach Behavioral Sciences, History, Political Science, without additional college coursework in those subject fields.

### 2. Teaching Certification Requirement #2: Minimum GPA

Initial teaching certification, and most teacher education masters degree or alternative certification programs, require a minimum GPA of 2.5; if the candidate has completed a Masters Degree, this minimum undergraduate GPA can be waived.

Do you have a minimum GPA in your undergraduate degree of 2.5?                      Yes                       No

If not, have you completed a Masters Degree?                      Yes                       No

**IF NO to BOTH of these:** You are NOT eligible for certified teaching positions at this time. You cannot proceed further in consideration for teaching certification without this minimum requirement.

### 3. Teaching Certification Requirement #3: Minimum Basic Skills in Reading, Writing and Math

In Georgia, you can meet this minimum requirement in three (3) different ways:

- I. Have already been awarded a Masters Degree (any field).
- II. Show the following completed tests and scores:
  - SAT exemption = min. combined verbal/math score of 1000
  - ACT exemption = min. combined English/math score of 43
  - GRE exemption = min. combined verbal/quantitative score of 1030
- III. Show official passing scores on the Georgia Assessments for the Certification of Educators Basis Skills Assessment (must take all 3 parts of this exam)

Do you have a Masters Degree? Yes  No

Do you have passing scores in one of the above exams to pass the Basic Skills requirements for educators in Georgia? Yes  No

**IF NO to any of these:** You are NOT eligible for certified teaching positions in the state of Georgia.

You cannot proceed further in consideration for teaching certification without this minimum requirement.

The GACE Basic Skills Assessment can be registered for by going to [www.gace.nesinc.com](http://www.gace.nesinc.com), which has test outlines, test dates and registration information.

### 4. Teaching Certification Requirement #4: Subject Content Assessment

Under the federal No Child Left Behind Act, states are required to have a content assessment as part of their certification requirements, in order to insure that public school educators have a minimum content knowledge level before they begin teaching. If you have never held certification before, and have no certified teaching experience, this is a requirement that cannot be waived.

Georgia uses the Georgia Assessments for the Certification of Educators, or GACE, as its subject content assessment. If you took a Praxis content exam prior to Sept. 30, 2006, or the old Georgia TCT, these can be used to meet this certification requirement. The GACE tests for each academic subject field, test outlines and study guides, and registration can be accessed through their website: [www.gace.nesinc.com](http://www.gace.nesinc.com). For most fields, it is a two-part exam. Be sure to take the correct exam, and register for BOTH tests, of the specific subject you are wanting to teach. Passing a GACE exam only qualifies you for a “provisional” teaching certificate in that specific field.

**Have you passed the subject content assessment (GACE, or Praxis if taken prior to 9/30/2006), in the subject field you are wanting to teach?**

Yes  No

IF NO: You are NOT eligible for certified teaching positions at this time. Having taken, but not passed, the exam, or being registered for the exam, does not qualify you to teach “provisionally” unless you already hold current valid, clear renewable teaching certification in another teaching field.

You cannot proceed further in consideration for teaching certification without this minimum requirement.

##### **5. Teaching Certification Requirement #5: Teacher Education Program**

Except for the permit situations listed on the first page, all teachers working under non-renewable certification must be working on completing a teacher education program which includes student teaching/internship, whether that is a second undergraduate degree, a Masters in Education, add-on graduate level coursework (post-baccalaureate), or completion of the Georgia TAPP program (which closes for enrollment each year prior to June 1 of each year.)

**Have you completed a teacher preparation program and student teaching/internship?**

Yes  No

IF NO: You will have to get enrolled, and show proof of enrollment, in order to be eligible for hire under this type of certification with MCSD. Our school district will give priority to those candidates enrolled and having completed all coursework up to the student teaching/internship. Any lesser completion will be based on the criticality of the teacher shortage.

**Can you show acceptance to/enrollment in, a teacher preparation program?**

Yes  No

You cannot proceed further in consideration for teaching certification without this minimum requirement.

##### **Non Renewable Certification Requirements in Special Education**

Under the reduced entrance rules for non-renewable certification in Special Education, the Subject Content Assessments can be temporarily waived, because there are two areas that Special Education needs to pass to complete this requirement. So an individual can be considered with an undergrad degree and GPA of 2.5, meeting Basic Skills requirements, and acceptance into the Masters in Special Education program OR a post-baccalaureate teacher preparation program at Columbus State University. However, they will need to take the Academic Content exam in their first year by MCSD requirements, and have passed the other appropriate exams to finish their full certification requirements before the expiration date of the certificate.

**Again, just meeting these minimum requirements does not guarantee employment with Muscogee County School District. Even with full certification, we will still review all candidates for past related teaching experience, references, indicators of teaching aptitude and professional and ethical conduct, and criminal background searches. All of these factors will be considered when deciding whether an individual will be hired.**