



# UNDERSTANDING MY STATEMENT OF ELIGIBILITY

*What are the requirements to receive  
my Professional Certificate?*

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Florida Department of Education  
Website: [www.fldoe.org](http://www.fldoe.org)  
Email: [flcertify@fldoe.org](mailto:flcertify@fldoe.org)  
Phone: 1-800-445-6739

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Martin County School District  
Human Resources Department  
Website: [www.martinschools.org](http://www.martinschools.org)  
Phone: 772-219-1200



## Official Statement of Status of Eligibility

# Understanding my Statement of Eligibility

Your Name  
Your Address

This will be your license # once you are certified.

Florida DOE Number: 0000000  
Applicant ID Number: ###-##-####  
Processing Date: 08/15/2020  
Expiration Date: 08/15/2023

\*Date your application is processed.  
\*Date this SOE expires. If not certified by this date, must apply again for another SOE. This is not the date your certificate expires.

**DO NOT DESTROY. PLEASE RETAIN UNTIL ALL REQUIREMENTS ARE COMPLETE.**

This Official Statement of Status of Eligibility outlines requirements for issuance of a Florida Educator's Certificate. Florida school district personnel will advise you of any additional requirements for employment in the school district and including compliance with applicable federal laws and regulations.

For Florida educator certification purposes, college degrees and credits must be earned at institutions that are either accredited by an agency recognized by the U.S. Department of Education or approved by the Florida Department of Education. College level credits recommended by the American Council on Education (ACE) are also acceptable.

**YOU ARE ELIGIBLE FOR A FLORIDA EDUCATOR'S CERTIFICATE AS SHOWN BELOW.**

**TEMPORARY CERTIFICATE:** For issuance of a three-year nonrenewable Temporary Certificate covering COMPUTER SCIENCE (GRADES K - 12), the following requirements must be completed, and official documentation must be submitted to the Bureau of Educator Certification:

Your employing school district will submit this request to the FLDOE for you to receive your Temporary certificate.

- verification of employment and request for issuance of certificate on the appropriate certification form from a Florida public, state supported, or nonpublic school which has an approved Professional Education Competence Program
- results of your fingerprint processing from the Florida Department of Law Enforcement and the FBI. Your employer will assist you in completing the fingerprint process. If your application or fingerprint report reflects a criminal offense or suspension/revocation record, your file will be referred to Professional Practices Services for further review. Issuance of your certificate will be contingent upon the results of this review.

Your employing school district will fingerprint you when hired.

**PROFESSIONAL CERTIFICATE:** For issuance of a Professional Educator's Certificate valid for five years covering COMPUTER SCIENCE (GRADES K - 12), the above requirements for a Temporary Certificate must be completed, and a CG-10 Application Form, appropriate non-refundable application fee, and official documentation of the following requirements must be submitted to the Bureau of Educator Certification:

**Your certificate will be backdated to July 1<sup>st</sup> of the current school year, regardless of when hired during the school year.**



## 1. Exams

- a passing score on the English language Skills subtest of the Florida General Knowledge Test earned no more than ten (10) years prior to the date of application.
- a passing score on the Essay subtest of the Florida General Knowledge Test earned no more than ten (10) years prior to the date of application.
- a passing score on the Math subtest of the Florida General Knowledge Test earned no more than ten (10) years prior to the date of application.
- a passing score on the Reading subtest of the Florida General Knowledge Test earned no more than ten (10) years prior to the date of application.
- a passing score on the Professional Education Test earned no more than ten (10) years prior to the date of application

**Subject area mastery content requirements for Social Science (Grades 6-12) as documented by the following:**

Must take this exam even if have degree major in this subject.

- a passing score on the Florida state approved examination earned no more than ten (10) years prior to the date of application

## 2. PEC

### 3. Professional Preparation Coursework

- completion of a Florida approved Professional Education Competence Program administered and documented by your employer

The district will provide you with this information of what needs completed and when.

- a minimum of 15 semester hours in education courses with credit in each of the professional education areas listed below. *Please note that it may require more than the minimum semester hours to satisfy all requirements.*

Very important! Complete the courses below and ignore the # of semester hours listed here.

- classroom management with a focus on creating safe learning environments for students
- child and adolescent development including theories and principles of learning
- educational assessment practices that include analysis and application of data to improve instruction and learning
- effective instructional techniques, strategies, and materials to meet the needs of diverse learners, including students with disabilities
- applications of research-based instructional practices in reading
- instructional strategies for teaching students of limited English proficiency including instruction in the English language (*Teaching experience cannot be used to satisfy this requirement.*)

*Note: A passing grade of "C" or better must be earned for each course, and every course, except child and adolescent development, must be completed at an institution that awards bachelor's or higher degrees.*

Visit our [HR webpage](#) to view current course offerings by IRSC and other universities.

## 4. Teaching Experience

practical experience in teaching by completing one year of full-time experience teaching in an elementary or secondary school

1 year of teaching experience can replace 1 of the courses listed above (unless otherwise stated).

### Additional Comments:

This evaluation outlines one educator preparation route and pathway to certification. For other options, please select "Alternative & Traditional Certification" from our home page (<http://www.fldoe.org/teaching/certification>).

**Temp to Pro Requirements as indicated on your Statement of Eligibility**

Required	Completed	<i>Check all requirements listed on your Statement of Eligibility</i>
		<b><u>Exams</u></b>
<input type="checkbox"/>	<input type="checkbox"/>	a passing score on the Florida General Knowledge Test earned no more than ten (10) years prior to the date of application.
<input type="checkbox"/>	<input type="checkbox"/>	a passing score on the Professional Education Test earned no more than ten (10) years prior to the date of application
<input type="checkbox"/>	<input type="checkbox"/>	a passing score on the subject area examination earned no more than ten (10) years prior to the date of application
		<b><u>Professional Preparation</u></b>
<input type="checkbox"/>	<input type="checkbox"/>	completion of a Florida approved Professional Education Competence Program administered and documented by your employer
<input type="checkbox"/>	<input type="checkbox"/>	practical experience in teaching by completing one year of full-time experience teaching in an elementary or secondary school
		<b><u>Coursework</u></b>
<input type="checkbox"/>	<input type="checkbox"/>	classroom management with a focus on creating safe learning environments for students
<input type="checkbox"/>	<input type="checkbox"/>	child and adolescent development including theories and principles of learning
<input type="checkbox"/>	<input type="checkbox"/>	educational assessment practices that include analysis and application of data to improve instruction and learning
<input type="checkbox"/>	<input type="checkbox"/>	effective instructional techniques, strategies, and materials to meet the needs of diverse learners, including students with disabilities
<input type="checkbox"/>	<input type="checkbox"/>	applications of research-based instructional practices in reading
<input type="checkbox"/>	<input type="checkbox"/>	instructional strategies for teaching students of limited English proficiency including instruction in the English language <i>(Teaching experience cannot be used to satisfy this requirement.)</i>

## **Upgrading to a Professional Certificate Checklist**

- ☐ Complete all requirements listed on your Statement of Status of Eligibility (SOE) by the expiration date on your Temporary certificate.
  - ☐ Login to your Florida Department of Education (FLDOE) account and complete the Upgrade to Professional Educator Certificate application. [Link to FLDOE](#).
  - ☐ Submit \$75 payment to the FLDOE.
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### **Information for upgrading from a Temporary Certificate to a Professional Certificate**

- You are expected to complete all requirements for the Professional Certificate during the validity period of your Temporary Certificate. Temporary Certificates cannot be renewed. Martin County School District requires completion of all requirements prior to expiration of the Temporary Certificate for contract renewal and continued employment the following school year.
- Your Statement of Status of Eligibility outlines the requirements necessary to obtain a Professional Certificate. It is your responsibility to satisfy requirements for certification within the prescribed timeframes. When your Florida Educator Certificate is issued, the expiration date of your certificate takes precedence over the expiration date of your SOE.
- These are the examinations required to obtain your Professional Certificate:
  - General Knowledge Test (4 parts)
  - Professional Education Test
  - Subject Area Exam
- The General Knowledge Exams, Professional Education Test and Subject Area Exam must be passed prior to the expiration of your Temporary Certificate.
- Your SOE will also outline any education coursework required by the FLDOE. You may complete these requirements by enrolling in an Alternative Certification Program, Educator Preparation Institute Program or an accredited college or university.
- One year of practical teaching experience in an elementary or secondary school is required to obtain a Professional Certificate.
- The Professional Educator Competency program will be completed thru the district and be submitted to the FLDOE by the Human Resources Department.