**ESOL Certified vs. ESOL Endorsed**

To obtain ESOL certification, a teacher must have 120 allowable ESOL points and then pass the ESOL subject area exam.

To obtain ESOL endorsement, a teacher must have 300 in-service ESOL points, 60 points from each of the five (5) required ESOL courses or 15 college semester hours from each of the 5 required courses.

Upon completion of the requirements for either certification or endorsement, the teacher must apply to have this added to his/her certificate. The application may be obtained from Lisa Randolph at the District Office.

**ESOL Requirements:**

**Category I**

This category is for teachers responsible for teaching language instruction or reading, such as Elementary, English, Language Arts, Reading, and Exceptional Education. Category I requires proof of completion of the following 5 content areas, either with in-service and/or college courses, or by completing two courses, passing the ESOL Subject Area Text, and adding either the ESOL Endorsement or ESOL K-12 Certification (respectively) to your certificate.

The 5 requires courses to complete are:

* Methods of Teaching ESOL
* ESOL Curriculum and Materials Development
* Cross-Cultural Communication and Understanding
* Applied Linguistics
* Testing and Evaluation of ESOL

You have six years to complete the courses. The timeline for completing the requirements for Category I begins the day and month you are assigned an ESOL student. Should your teaching assignment change, you must continue to complete requirements per the timeline below.

|  |  |
| --- | --- |
| Years 1 – 2 | 3 semester hrs/60 in-service points |
| Year 3 | 3 semester hrs/60 in-service points totaling 6 semester hrs/120 in-service points |
| Year 4 | 3 semester hrs/60 in-service points totaling 9 semester hrs/180 in-service points |
| Year 5  | 3 semester hrs/60 in-service points totaling 12 semester hrs/240 in-service points |
| Year 6 | 3 semester hrs/60 in-service points totaling 15 semester hrs/300 in-service points |

You must submit either official transcripts or certificates of successful completion to the Director of Academic Services office for documentation.

Upon completion of 15 college credits of 300 in-service points or a combination of both, request that the ESOL Endorsement be added to your teaching certificate by submitting an official transcript and the appropriate application and fees to Lisa Randolph.

Using a degree to add ESOL to your teaching certificate you will need to submit the following documentation to Lisa Randolph:

* Bachelor’s or Master’s Degree in TESOL, and
* Official Score Report reflecting a passing score on the ESOL Subject Area Exam

Using a passing score on the ESOL Subject Area Exam you will need to submit the following documentation to Lisa Randolph:

* Official Score Report reflecting a passing score on the ESOL Subject Area Exam and adding ESOL to your teaching certificate by completing an application and attaching the appropriate fee, **AND**
* Completing two (2) courses equaling 6 semester hours or 120 in-service points within three years of passing the ESOL Subject Area Exam and adding ESOL to your certificate

**YOU WILL BE OUT-OF-FIELD FOR ESOL UNTIL YOU COMPLETE ALL REQUIREMENTS.**

**ESOL Requirements – Category 2, 3, 4**

The timeline for completing ESOL requirements begins the day and month you are assigned a Limited English Proficient student. Once the requirements are met, submit an official transcript or certificates of successful completion to the Director of Academic Services.

**Category II** (ESOL Compliance)

In order to be in compliance, teachers of Math, Social Studies, Science or Computer Literacy need 60 ESOL in-service points or one of the approved ESOL college courses. Experienced teachers have one (1) year and beginning teachers have two (2) years to complete the requirements.

***Training Requirements:***

* Hold certification in a subject appropriate to the teaching assignment, **AND**
* Complete 60 in-service points or 3 semester hours of college credit in ESOL strategies.

**Category III** (ESOL Compliance)

In order to be in compliance, teachers who teach subjects not listed in Category I, II, or IV, such as Art, Music, Physical Education or Media Specialist need 18 ESOL in-service points or one of the approved ESOL college courses. Experienced teachers have one (1) year and beginning teachers have two (2) years to complete the requirements.

***Training Requirements:***

* Hold certification in a subject appropriate to the teaching assignment, **AND**
* Complete 18 in-service points or 3 semester hours of college credit in ESOL Strategies

**Category IV** (ESOL Compliance)

In order to be in compliance, Administrators or Guidance Counselors need 60 ESOL in-service points or on of the approved ESOL college courses.

* Administrators or Guidance Counselors hired prior to September 9, 2003 must complete the requirements within three years.
* People hired after September 9, 2003 must complete the requirements within three years of the hire date as a school administrator or guidance counselor.

***Training Requirements:***

* Complete 60 in-service points or 3 semester hours of college credit in an approved ESOL course or in-service component.