

# Miami-Dade County Public Schools

## Office of Instructional Certification

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All teachers in the State of Florida must meet eligibility requirements for a teaching certificate. The State of Florida makes it possible for applicants to enter the teaching profession allowing an applicant the opportunity to complete some of the requirements after they have been hired.

If an individual has made the decision to teach and they already hold a Bachelor's degree, they would need to decide the subject that they want to teach and begin the process by applying for a Florida Educator's Certificate.

### Complete Application Package

- Fill out and submit a completed application (CG10) to the Department of Education Bureau of Educator Certification ([www.fldoe.org/edcert](http://www.fldoe.org/edcert)) along with a \$75 fee for each subject requested
- Include an official transcript showing the conferral of an acceptable Bachelor's or higher degree. Applications will not be processed until all items are received
- Submit copies of out-of-state certificates held, if applicable to the Department of Education

### Official Statement of Status of Eligibility (SOE)

An individual who meets the minimum application requirements is issued an Official Statement of Status of Eligibility (SOE) which reflects the results of an evaluation of the application. Once an applicant has obtained a SOE, they can utilize that to apply for open teaching positions. The statement is valid for three years from the date of issue and advises the applicant:

- Whether or not the applicant meets the "subject requirements"
- The requirements that are remaining for issuance of a Temporary Certificate
- The requirements that remaining for the issuance of a Professional Certificate

### Temporary Certificates

The three-year nonrenewable Temporary Certificate may be issued to an applicant who does not qualify for the Professional Certificate but has already:

- Obtained a valid Official Statement of Status of Eligibility (see above)
- Earned a 2.5 GPA
- Obtained full-time employment as a teacher

### Professional Certificates

The five-year renewable Professional Educator's Certificate is the standard certificate issued by the State of Florida. The state will issue this certificate once an applicant has completed all requirements specified in the SOE which includes:

- A complete application
- Demonstrated master of general knowledge (General Knowledge Test)
- Demonstrated master of subject knowledge (Subject Area Exam or specialization requirements)
- Demonstration of professional preparation and education competence. (additional FTCE examinations and/or coursework)

**Additional information and links to resources may be obtained via our website:**

<http://certification.dadeschools.net> or email us at [PersCert@dadeschools.net](mailto:PersCert@dadeschools.net)

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## Testing, Certification & Employment Information

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### **TESTING:**

- To register for Florida Teacher Certification Exams (FTCE) or to download study guides, please visit the testing center website:

[www.fl.nesinc.com](http://www.fl.nesinc.com)

or Customer Service: (866) 613-3281

### **CERTIFICATION:**

- To complete the online application for a Statement of Eligibility/Florida Educator certificate please visit the Florida Department of Education website:

[www.fldoe.org/edcert](http://www.fldoe.org/edcert)

or Customer Service: (800) 445-6739

### **EMPLOYMENT:**

- To apply for instructional opportunities, learn about vacancies, or about recruiting events please visit the M-DCPS website:

<http://jobs.dadeschools.net/>

or Customer Service: (305) 995-7085

For additional information regarding certification:

**M-DCPS Office of Instructional Certification**

Website: <http://Certification.dadeschools.net>

Email: [PersCert@dadeschools.net](mailto:PersCert@dadeschools.net)

Information: (305) 995-7200