

Instructor III

Alternative Certification

Valid for Six (6) Years — Renewable

- Met Instructor II Requirements
 - Signed and Completed Certification Application Form
 - Background Check:
 - o Fingerprint Submission (only if re-entering the system after two (2) years)
 - o Police Clearance (valid for one (1) year)
 - Payment receipt of \$120.00 (processing fee per certification)
 - Bachelor's degree
 - Six (6) years of relevant teaching experience
- *Must provide employment verification for teaching experience*
- Current Recommendation Letter from a Supervisor/Principal (For Renewal Only)
 - Professional Development:
 - o *For Initial:* Proof of completion of two hundred forty (240) hours of seminars, workshops, or in-service training as sanctioned by PSS/BOE and or equivalent university or college courses
 - o *For Renewal:* Proof of completion of three hundred sixty (360) hours of seminars, workshops, or in-service training as sanctioned by PSS/BOE and or equivalent university or college courses

According to the Head Start Performance Standard 1302.91(e)(1) EHS center-based teachers qualification requirement should have a minimum of a CDA credential or comparable credential, and have trained or have equivalent coursework in ECE with a focus on infant and toddler development.

www.cnmipss.org

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**CNMI State Board of Education
Certification and Licensure Office**



EARLY CHILDHOOD EDUCATION INFANTS & TODDLERS

CNMI State Board of Education
Certification Flowchart

**CNMI State Board of Education
Certification and Licensure Office**

Jessica H. Estrada
Certification and Licensure Officer

Tel: (670) 237-3051
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Basic I

Instructor

Valid for Two (2) Years — Renewable

- Signed and Completed Certification Application Form
- One (1) Passport Size Photo (*For First-time Applicant Only*)
- Fingerprint Submission (valid for one (1) year)**
- Police Clearance (valid for one (1) year)
- Payment receipt of \$40.00 (processing fee per certification)
- Official College Transcript
- Current Recommendation Letter from a Supervisor/Principal (*For Renewal Only*)
- Proof of completion of one hundred twenty (120) hours of seminars, workshops, or in-service training as sanctioned by PSS and or equivalent university or college courses (*For Renewal Only*)

**The CNMI Certification and Licensure Office requires fingerprint processing for the following:

1. First-time applicants applying for certification;
2. Applicants who have left and are returning to the CNMI Public School System (PSS) after two (2) years;
3. Off-island applicants

Specialized

Valid for Two (2) Years — Renewable

- Met Basic I (Instructor) certificate
- Signed and Completed Certification Application Form
- Background Check:
 - o Fingerprint Submission (only if re-entering the system after two (2) years)
 - o Police Clearance (valid for one (1) year)
- Payment receipt of \$40.00 (processing fee per certification)
- Official Transcript or Certificate of Completion of specific Specialized courses:

Early Childhood Education:

- Computer Technology
- Curriculum in Early Childhood Education
- Education for Parenthood
- Guiding and Nurturing
- Safety and First Aid for Young Children
- Administration in Early Childhood Education
- Introduction to Exceptional Individuals
- Current Recommendation Letter from a Supervisor/Principal
- Proof of completion of one hundred twenty (120) hours of seminars, workshops, or in-service training as sanctioned by PSS and or equivalent university or college courses

Instructor I

Alternative Certification

Valid for Two (2) Years — Renewable

- Signed and Completed Certification Application Form
- Fingerprint Submission (valid for one (1) year)
- Police Clearance (valid for one (1) year)**
- Payment receipt of \$40.00 (processing fee per certification)
- High School Diploma or equivalent
- Twenty-four (24) College Credits
- One (1) year related experience
**Must provide employment verification for teaching experience*
- Current Recommendation Letter from a Supervisor/Principal (*For Renewal Only*)
- Proof of completion of one hundred twenty (120) hours of seminars, workshops, or in-service training as sanctioned by PSS/BOE and or equivalent university or college courses (*For Renewal Only*)

Instructor II

Alternative Certification

Valid for Four (4) Years — Renewable

- Met Instructor I Requirements
 - Signed and Completed Certification Application Form
 - Background Check:
 - o Fingerprint Submission (only if re-entering the system after two (2) years)
 - o Police Clearance (valid for one (1) year)
 - Payment receipt of \$80.00 (processing fee per certification)
 - Proof of Passing Praxis II in Early Childhood
 - Education and Experience:
 - o AA degree and two (2) years of related work experience; **OR:**
 - o Possess Infant Toddler Child Development Associates (CDA) credential or equivalent coursework and one (1) year of related work experience
**Must provide employment verification for teaching experience*
 - Official transcript or certificate of completion of specific Instructor II courses:
 - Managing Health and Safety
 - Toddlers and Preschoolers
 - Infant in Child Care
 - Toddler in Child Care
 - Child Development and Guidance
 - Parents and Child Care
 - The Early Childhood Professional
 - Observing, Recording, and Assessing Children's Development
 - Principles of Child Development and Learning
- *coursework equivalent to a major relating to early childhood education includes but is not limited to courses that focus on child development, early childhood education and curriculum, early childhood teaching and assessment, psychology, family development, health and physical development, mathematics, science, and children's literature. Such courses may be offered in various departments such as Education, Home Economics, Music, Art, Library Science, Physical Education and Recreation, Psychology, Family Studies, and others.*
- Current Recommendation Letter from a Supervisor/Principal (*For Renewal Only*)
 - Professional Development:
 - o *For Initial:* Proof of completion of one hundred twenty (120) hours of seminars, workshops or in-service training as sanctioned by PSS/BOE and or equivalent university or college courses
 - o *For Renewal:* Proof of completion of two hundred (240) hours of seminars, workshops, or in-service training as sanctioned by PSS/BOE and or equivalent university or college courses

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