

Requirements for Conversion to a Level II Certificate: See PDE-CSPG No. 7

Please visit the Teacher Information Management System (TIMS) for the online application process for educator certifications.
PA-TIMS.com or Education.state.pa.us

Instructional Certificates

24 post baccalaureate credits*

3 years of satisfactory service on the Pennsylvania Level I certificate (all areas will convert simultaneously);

Completion of a PDE-approved induction program (certificates issued on or after June 1, 1987); and

Satisfactory results on PDE 427 Level II assessment (certificates issued on or after September 1, 2001).

*Educators issued an Instructional I certificate after September 22, 2007 must complete 6 specific credit hours as a part of the 24 semester hour post-baccalaureate credits. Therefore, effective September 1, 2011, individuals applying for Level II conversion must have earned at least six post-baccalaureate credits of collegiate study in the area of **Inclusive Classrooms** and/or in the area of **Standards Aligned Systems (SAS)**.

To clarify, the Bureau of School Leadership & Teacher Quality will review Level II apps after September 1, 2011, based on the following:

The inclusion credits will only be required for individuals who received their initial Instructional I certification after September 22, 2007. If your initial certificate was issued before this date, this requirement will not affect you even if you apply after September 1, 2011.

If an individual was issued their initial Instructional I before September 22, 2007 and has added other areas on to their certificate after that date, this requirement will not affect them since they were initially certified before September 22, 2007.

If an individual received their initial Instructional I after September 22, 2007, and is applying for Level II after September 1, 2011, and they have completed only 21 of their 24 credits before September 1, 2011, they only need to take the remaining 3 credits in Inclusion or SAS.

Educational Specialist Certificates

24 post baccalaureate credits;

3 years of satisfactory service in each conversion area requested;

Completion of a PDE-approved induction program (certificates issued on or after September 1, 2001); and

Satisfactory results on PDE 427 Level II assessment (certificates issued on or after September 1, 2001).

Administrative/Supervisory Certificates

Certificate Type Code 83 and Type Code 81:

3 years of satisfactory service on the PA Administrative I or Supervisory I certificate in each administrative/supervisory area to be converted; if employed as a principal or assistant/vice principal in a public school for the first time after January 1, 2008, completion of the PIL Induction is also required.

Certificate Type Code 78:

If employed as a principal or assistant/vice principal prior to January 1, 2008, no additional requirements (certificate is valid for 99 years).

If employed as a principal or assistant/vice principal in a public school for the first time on or after January 1, 2008, certificate holders must complete a Principal's Induction Program *within five years of service*.

Certificate Type Code 75:

Individuals who are employed for the first time in a position of Principal or Assistant Principal/Vice Principal in a Public school on or after January 1, 2008, must have 3 years of satisfactory service on the PA Administrative I certificate, and must complete a Principal's Induction Program with *five years of service*.

Program Specialist Certificates

Type Code 86: 3 years of satisfactory service on the Instructional I and/or Program Specialist Certificates and educator may convert.

Vocational Instructional Certificates

60 credit hours in an approved program in the appropriate field of vocational education*;

3 years of satisfactory service on the Pennsylvania Vocational Level I certificate attested to by the chief school administrator of the Pennsylvania-approved public, nonpublic or vocational-technical school entity in which the vocational teaching was completed;

Completion of a PDE-approved induction program;

Passing scores on the appropriate Praxis Series exam(s) for Pennsylvania; and

Recommendation from an approved Pennsylvania university (Temple, Penn State, or Indiana University of Pennsylvania).

*Educators issued a Vocational Instructional Level I certificate on or after January 1, 2013 may be recommended for Vocational Instructional Level II certification by their PA approved preparatory college/university after completing a total of 60 credit hours in addition to the 18 credits earned in Voc I programs, including: at least six (6) credits or 180 hours, or an equivalent combination thereof, regarding accommodations and adaptations for students with disabilities in an inclusive setting; at least three (3) credits or 90 hours, or an equivalent combination thereof, in teaching English Language Learners.