

As of January 1, 2003, new regulations became effective. The following information replaces information previously disseminated. For additional certification information, consult the Certification Branch website at <http://certification.msde.state.md.us>.

Maryland issues the following certificates:

- Professional Eligibility Certificate (PEC), valid for five years; issued to a professional who is not currently employed in a Maryland school;
- Standard Professional Certificate (SPC I and SPC II), valid for five years; issued to a professional who is currently employed in a Maryland school; and
- Advanced Professional Certificate (APC), valid for five years; issued to a professional who meets all requirements for this certificate.
- Conditional Certificate, valid for two years; requested by a local school system for individuals who have not completed all of the requirements for professional certification;
- Resident Teacher Certificate (RTC) is issued for one year to an individual upon the request of a local school system that provides the RTC as an option for certification.

Certification Renewal Requirements

If you are currently employed as a professional in a Maryland school, and

Hold a valid SPCI, you must submit the following to your system within 90 days of expiration to receive an SPCII:

- 6 semester hours of acceptable credit that must include reading courses, if needed;
- verification of 3 years full-time, satisfactory professional school-related experience;
- a professional development plan;
- \$10 processing fee.

Hold a valid SPCII, you must submit the following to your system within 90 days of expiration to receive an initial APC:

- a master's degree in an area directly related to public education, **or** 36 post baccalaureate credits (21 graduate and 15 additional graduate, undergraduate, or MSDE Continuing Professional Development (CPD) credits), **or** National Board Certification and a minimum of 12 semester hours of approved graduate credit earned after the conferral of the bachelor's or higher degree;
- at least 6 semester hours related to your assignment;
- 6 semester hours of acceptable credit that must include reading courses, if needed;
- verification of 3 years full-time, satisfactory professional school-related experience;
- a professional development plan;
- \$10 processing fee.

Hold a valid APC, you must submit the following to your system within 90 days of expiration to renew your APC:

- 6 semester hours of acceptable credit that must include reading courses, if needed;
- verification of 3 years of full-time, satisfactory school-related experience within the 5 years immediately preceding the issuance of the renewed APC
- a professional development plan
- \$10 processing fee

If you are not currently employed as a professional in a Maryland school, and

Hold a valid PEC, SPC I, or a SPC II, submit the following to the Maryland State Department of Education (MSDE) within 90 days of the expiration date of the certificate:

- 6 semester hours of acceptable credit that must include reading courses, if needed.
- \$10 processing fee.

Hold a valid APC, submit the following to MSDE within 90 days of the certificate expiration:

- 6 semester hours of acceptable credit that must include reading courses, if needed.
- \$10 processing fee.

To receive **an initial APC**, submit the following to MSDE within 90 days of the current certificate expiration:

- a master's degree in an area directly related to public education, **or** 36 post baccalaureate credits (21 graduate and 15 additional graduate, undergraduate, or MSDE Continuing Professional Development (CPD) credits), **or** National Board Certification and a minimum of 12 semester hours of approved graduate credit earned after the conferral of the bachelor's or higher degree;
- at least 6 semester hours related to your assignment;
- 6 semester hours of acceptable credit that must include reading courses, if needed;
- verification of 3 years full-time, satisfactory professional school-related experience;
- \$10 processing fee.

Certification Reinstatement Requirements

The PEC and APC can be reinstated if you present 6 semester hours of acceptable credit including reading credit, if needed.

The SPC I and SPC II can be reinstated if you present 6 semester hours of acceptable credit including reading credit, if needed, and you are employed as a professional in a Maryland school. The local school system must request reinstatement of your certificate.

General Information

If you hold a certificate for **teaching students with visual impairments**, you will need to submit at least one course, continuing education unit, or professional development activity indicating maintenance of Braille proficiency as part of, or in addition to, the regular renewal requirements for educators.

If you hold a **specialist or administrator certificate**, and you do not have an **(S)** on your certificate, you must complete an introduction to special education course or a course in the inclusion of special needs population as part of your renewal credit.

If you hold a teaching certificate and do not have an **(S)** on the certificate, you are strongly encouraged to complete an introduction to special education course or a course in the inclusion of special needs population as part of your renewal credit.

Acceptable credit is defined as post-baccalaureate coursework taken at a regionally accredited college/university or through MSDE approved Continuing Professional Development (CPD) credits, related to a school assignment, earned within 5 years immediately preceding the date on which the certificate is issued, and earned in reading courses listed below if you have not yet completed them. **Full-time, satisfactory school-related experience** is defined as professional, full-time experience as a teacher, specialist, administrator, or supervisor in a public school or accredited nonpublic school for which the overall evaluation rating is satisfactory or better

Courses carrying D grades cannot be used for certification.

