

So You Want to Teach in PA?

1) Complete the General Application, **Form PDE 338 G** in its entirety. All PDE application forms must be submitted with **original signatures**; no faxed or photocopied signatures will be accepted.

Form PDE 338 G:

www.portal.state.pa.us/portal/server.pt/community/applications_forms/8649/pde_338_g_general_application_for_pa_certificate/506876

2) Collect the following documentation to support your application:

- **College/University Verification, Form PDE 338 A.** The certification officer (Dr. Yuhang Rong, yuhang.rong@uconn.edu, is certification officer at Neag) of the preparing college/university must complete this form. In addition to submitting the **Form PDE 338 A**, you should submit a photocopy of your out-of-state teaching credential. **Form PDE 338 A** must be returned to you by your college so that you can include it in the application packet.

Form PDE 338 A:

www.portal.state.pa.us/portal/server.pt/community/applications_forms/8649/pde_338_a_out_of_state_college_university_verification_form_for_out-of-state_graduates/506879

- **Transcripts.** Forward all transcripts in college-sealed, unopened envelopes with your application packet.
- **Educator certificates or licenses held in other states.** Send a legible, unaltered copy (front and back) of certificates or licenses you hold in other states.
- **Test Scores.** Applicants for certification must complete the Pennsylvania testing requirements before submitting their application. No other tests can be substituted or waived for the required tests for Pennsylvania. They do not offer any waivers for Praxis I (PPST).

Testing requirements for all applicants:

PPST: Reading

PPST: Writing

PPST: Mathematics

Fundamental Subjects: Content Knowledge (for Elementary and K-12 areas)

Appropriate content area test (Praxis II)

Praxis II: As of January 2010, qualifying Praxis scores are based on candidates overall GPA:

www.education.state.pa.us/portal/server.pt/community/testing_requirements/8638

3) Assemble your application materials in the order listed in #2.

4) Place the \$80.00 U.S. Money Order (made payable to Commonwealth of Pennsylvania) on top of the application materials. The fee will be retained by the Commonwealth whether or not the transaction results in the issuance of a certificate.

5) Submit all application materials together in one envelope to:

Pennsylvania Department of Education
Bureau of School Leadership & Teacher Quality
333 Market Street
Harrisburg, PA 17126-0333

See Booklet for more info:

www.portal.state.pa.us/portal/server.pt/gateway/PTARGS_0_123236_773263_0_0_18/Out%20of%20