Master in Business Administration
School Administration
(Building Level)
Pre-licensure Disclosure

The Master in Business Administration in School Administration program at Indiana Wesleyan University seeks to prepare the program graduate for licensure/certification and service in the education profession. Licensure and certification procedures vary by state.

Although most states provide guidelines for and participate in some type of reciprocity for educator licensing, interstate reciprocity is not a guarantee. Most states are members of the National Association of State Directors of Teacher Education and Certification (NASDTEC) and participate in the NASDTEC Interstate Agreement.

The following is taken from the NASDTEC website, https://www.nasdtec.net:

*The **NASDTEC Interstate Agreement** facilitates the mobility of educators among the states and other jurisdictions that are members of NASDTEC and have signed the Agreement. Although there may be conditions applicable to individual jurisdictions, the Agreement makes it possible for an educator who completed an approved program and/or who holds a certificate or license in one jurisdiction to earn a certificate or license in another state or jurisdiction. For example, a teacher who completed an approved teacher preparation program in Alabama generally will be able to earn a certificate in Georgia. Receiving states may impose certain special requirements which must be met in a reasonable period of time.*

What it is:

The interstate agreement, arranged by NASDTEC, is a collection of over 50 individual agreements by states and Canadian provinces. Each individual "agreement" is a statement by that state or jurisdiction outlining which other states' educator certificates will be accepted by that state. Specifically, the agreement outlines which particular types of educator certificates (teachers, administrators, service personnel, or career/technical), and which particular styles of certifications (titles, fields, etc.) will be accepted.

Such an "acceptance" agreement means that the "receiving" state will issue some form of authorization allowing the inbound certificate holder to legally teach or provide service in the receiving state, provided the license issued by the "sending" state is acceptable under the agreement. This authorization may be limited in time by the receiving state, and the receiving state may impose additional requirements which need to be accomplished before the educator can teach or practice after the end of the time limit.

What it is not:

It is not a collection of 2-way agreements of reciprocal acceptance. For example, although Georgia affirms with its agreement that it will accept certificates from Connecticut, this acceptance in no way implies that Connecticut will accept Georgia certificates.

It is not a guarantee that all certificate titles will be accepted by a receiving state. For example, in the "sending" state you may hold a "temporary" or "provisional" certificate which is excluded from the agreement signed by the "receiving" state. In such a case, the NASDTEC Interstate Agreement provides no help toward your receipt of a certificate in the "receiving" state.

It is not necessarily "full" reciprocity. The educator may have to complete additional requirements, such as coursework, assessments, or classroom experience, before receiving a full professional certificate in the new state.

1. The procedure in the state of Indiana is:

Following successful completion of the Master in Business Administration in School Administration program, and the following requirements, graduates are eligible for their Initial Practitioner, Building Level Administrator (P-12), Indiana Administrator License:

1. hold a Professional Educators Instructional or School Counselor License with proficiency of initial, standard, provisional, proficient, or accomplished practitioner
2. provide an experience verification letter signed by employer on letterhead stating at least 2 years of fulltime teaching experience or 2 years of school counselor experience if candidate holds a school counselor license
3. provide a passing score for the state-required licensing exam
4. hold a minimum of a Master's degree or higher from an accredited institution
5. provide a valid CPR-Heimlich Maneuver-AED Certification from an Indiana Department of Education approved provider
6. provide a Suicide Prevention Training Certificate.

2. States for which the IWU **curriculum meets** the State educational requirements for licensure or certification:

- Indiana

3. States for which the IWU **curriculum does not meet** the State educational requirements for licensure or certification:

- The completion of this IWU program **does not** guarantee licensure in the following U.S. states and territories, which are members of the National Association of State Directors of Teacher Education and Certification (NASDTEC). Additional requirements such as transcript evaluations, and/or additional assessments and coursework may be required before an educator license is issued. Please note that the information and links below are subject to change without notice. Students must contact the department of education for any state or territory in which they seek certification to obtain the most current information regarding educator licensing.
  - Alabama https://www.alsde.edu/sec/ec/Pages/outofstatecertificates-all.aspx?navtext=Out%20of%20State%20Certificates
  - Alaska https://education.alaska.gov/teachercertification/certification/initial#OutOfState
  - Arizona https://www.azed.gov/educator-certification/forms-and-information/reciprocity/
  - Arkansas http://dese.ade.arkansas.gov/divisions/educator%20effectiveness/educator-licensure/licensure-by-reciprocity
  - California https://www.ctc.ca.gov/credentials/out-of-state-ged
  - Colorado http://www.cde.state.co.us/cdeprof/coloradoreciprocity http://www.cde.state.co.us/cdeprof/outofstatefaq
  - Connecticut https://portal.ct.gov/SDE/Certification/Out-of-State-Educators
  - Delaware https://deeds.doe.k12.de.us/registration/deeds_reg_outofstate.aspx
  - District of Columbia https://osse.dc.gov/page/out-state-credential-holders-reciprocity
  - Florida http://www.fldoe.org/teaching/certification/pathways-routes/certified-teacher-or-administrator.stml
  - Georgia https://www.gapsc.com/MoveToGeorgia/MoveToGeorgia.aspx
  - Guam https://statepolicies.nasbe.org/college-careers/categories/educator-preparation-and-licensure/guam-educator-preparation-and-0
  - Hawaii https://hawaiiteacherstandardsboard.org/content/permits-and-license-types/
  - Idaho https://www.sde.idaho.gov/cert-psc/cert/apply/out-of-state.html
  - Illinois https://www.isbe.net/Pages/Professional-Educator-License.aspx

- Iowa https://boee.iowa.gov/licauthorization/regional-exchange-teaching-license-out-state-applicants
- Kansas https://www.ksde.org/Agency/Division-of-Learning-Services/Teacher-Licensure-and-Accreditation/Licensure/License-Application/Form-2-Out-of-State
- Kentucky https://www.teaching-certification.com/teaching/kentucky-teacher-reciprocity.html
- Louisiana https://www.teachlouisiana.net/teachers.aspx?PageID=12311129
- Maine https://www.maine.gov/doe/cert/initial
- Maryland http://www.marylandpublicschools.org/about/Pages/DEE/Certification/apply/Overview.aspx
- Massachusetts http://www.doe.mass.edu/licensure/out-state-applicants.html
- Michigan https://www.michigan.gov/documents/mde/Out_Of_State_Applicants_534635_7.pdf
- Minnesota https://mn.gov/pelsb/
- Mississippi https://www.mdek12.org/OEL/Apply-for-an-Educator-License
- Missouri https://dese.mo.gov/educator-quality/certification/out-state-information
- Montana http://opi.mt.gov/Educators/Licensure/Educator-Licensure
- Nebraska https://www.education.ne.gov/TCERT/
- Nevada http://www.doe.nv.gov/Educator_Licensure/New_Teachers_Out_of_State_Applicants/
- New Hampshire https://www.education.nh.gov/department-education
- New Jersey https://www.nj.gov/education/license/out/reciprocity.htm
- North Carolina https://www.dpi.nc.gov/about-dpi/contact-us
- North Dakota https://www.nd.gov/espb/licensure/license-information/types-licenses
- Ohio http://education.ohio.gov/Topics/Teaching/Licensure/Out-of-State-Licensure
- Oklahoma https://sde.ok.gov/traditional-path-oklahoma-teacher-certification#otherstate
- Oregon https://www.oregon.gov/tspc/LIC/Pages/Out-of-State.aspx
- Pennsylvania https://www.education.pa.gov/Educators/Certification/OutOfState/Pages/default.aspx
- Rhode Island https://www.ride.ri.gov/TeachersAdministrators/EducatorCertification/PathstoCertification.aspx#23212-reciprocity
- South Carolina https://ed.sc.gov/educators/teaching-in-south-carolina/reciprocity/
- South Dakota https://doe.sd.gov/certification/ https://doe.sd.gov/certification/documents/RECIPROCITY-%20ED.pdf
- Tennessee https://www.tn.gov/education/licensing.html https://www.tn.gov/education/licensing/educator-licensure/out-of-state-educators.html
- Texas https://tea.texas.gov/texas-educators/certification/out-of-state-certification/out-of-state-certified-educators
- Utah https://www.schools.utah.gov/file/375ed806-89de-4525-b1ee-3f01181221f9
- Vermont https://education.vermont.gov/educator-licensure/become-a-vermont-educator/traditional-route
- Virginia http://www.doe.virginia.gov/teaching/licensure/index.shtml
- Washington https://www.k12.wa.us/certification/helpful-links/reciprocity
- West Virginia https://wvde.state.wv.us/certification/forms/reciprocity.html
- Wisconsin https://dpi.wi.gov/licensing/pathways-licensure/oos-pathways#LBR
- Wyoming http://wyomingptsb.com/licensure/out-of-state-applicants/

- The following states and U.S. territories, **are NOT members** of the National Association of State Directors of Teacher Education and Certification (NASDTEC). Additional requirements such as transcript evaluations, and/or additional assessments and coursework will likely be required before an educator license is issued. Please note that the information and link(s) below are subject to change without notice. Students must contact the department of education for any state or territory in which they seek certification to obtain the most current information regarding educator licensing.

  - New Mexico https://webnew.ped.state.nm.us/bureaus/licensure/

- New York http://www.highered.nysed.gov/tcert/certificate/teachrecother.html
- Puerto Rico https://statepolicies.nasbe.org/college-careers/categories/educator-preparation-and-licensure/puerto-rico-educator-preparation-and-0; https://de.pr.gov/
- Virgin Islands of the United States https://www.vide.vi/human-resources/568-general-certification-requirements.html

4. States for which it has **not yet been determined** whether the IWU curriculum meets the State educational requirements for licensure or certification:

- None