Certification Upgrade Advisement Sheet

This sheet is intended to help guide you through understanding the new rules regarding certificate upgrades. **As a first step, please read through the new rule, Rule 505-2-.41, Certification Upgrade Rule** (www.gapsc.com/Rules/Current/Certification/505-2-.041.pdf) as well as the many documents and resources we have provided on our website, www.gapsc.com. In the event that you have further questions after exploring the resources available to you, please contact us at certupgrade@gapsc.com.

It is essential that you make sure the institution of choice meets required standards at the time of enrollment. This document and any other resources are for reference and informational purposes only. You should check the accreditation websites included in the resources as well as your potential institution's websites to verify that your institution currently meets accreditation standards. Rule 505-2-.41, Certification Upgrade Rule stipulates that your institution must hold one of the appropriate accreditations at the time of enrollment, so it is vital for you to double check.

How do I know if I am eligible for an upgrade under the GaPSC Rule 505-2-.41?

You can determine if you are eligible to upgrade by asking yourself two questions.

Question 1: Do I hold a Clear Renewable Teaching, Service, Leadership or Technical Specialist certificate at a Level 4 or higher?

- Yes - proceed to Step 2
- No - Educators who hold a Permit or Nonrenewable certificate are NOT eligible to upgrade

Question 2: Will my degree be in-field or out-of field? And will I attend an institution that is in-state or out-of-state?

- My degree will be **in-field** and **in-state** (a Georgia college)

  If all of the following statements are true, I am eligible for an upgrade under Rule 505-2-.41 when all requirements are met:
  - My degree will be in a field in which I already hold certification and aligns with posted degree/programs (Refer to Program/Infield Alignment Matrix on GaPSC website), and either of the following are true…
  - My institution's professional education unit is approved by the GaPSC or
  - My institution holds a Carnegie Classification of RU/VH or RU/H.

- My degree will be **in-field** and **out-of state** (an institution not administratively based in Georgia)

  If all of the following statements are true, I am eligible for an upgrade under Rule 505-2-.41 when all requirements are met:
  - My degree will be in a field in which I already hold certification and aligns with posted degree/programs (Refer to Program/Infield Alignment Matrix on GAPSC website) , and either of the following are true…
  - My institution is NCATE/TEAC accredited or
  - My institution holds a Carnegie Classification of RU/VH or RU/H.

- My degree will be in a **new field** and **in-state** (a Georgia college)

  If all of the following statements are true, I am eligible for an upgrade under Rule 505-2-.41 when all requirements are met:
  - My institution's professional education unit is approved by the GaPSC AND the program I wish to complete is approved by the GaPSC
  - I pass the GACE in the new field
  - I add the new field to my certificate

- My degree will be in a **new field** and **out-of state** (an institution not administratively based in Georgia)

  If all of the following statements are true, I am eligible for an upgrade under Rule 505-2-.41 when all requirements are met:
  - My institution's professional education unit is accredited by NCATE or TEAC AND the program I wish to complete is state approved.
  - My degree corresponds to a Georgia certification field
  - I pass the GACE in the new field
  - I add the new field to my certificate
  - I pass the GACE in the new field
  - I add the new field to my certificate

Resources

GaPSC Rule 505-2-.41, Certification Upgrade Rule
www.gapsc.com/Rules/Current/Certification/505-2-.041.pdf

GaPSC Upgrade Guidance Document for Educators
www.gapsc.com/Policies_guidelines/documents/cert_upgrade_guidelines.pdf

Program/Infield Upgrade Alignment Matrix

http://www.gapsc.com/policies_guidelines/documents/Program_Infield_Upgrade_Alignment_matrix.pdf

GaPSC Transition Plan for Three New Fields (Instructional Technology, Teacher Leadership & Curriculum and Instruction
www.gapsc.com/Policies_guidelines/documents/Transition_Plan_New_Fields_20110316.pdf

GaPSC Approved Educator Preparation Programs in Georgia
www.gapsc.com/EducatorPreparation/ApprovedPrograms/EducationProgram.asp

Contacts for Other States' Certification Agencies
www.gapsc.com/Policies_guidelines/documents/Ed_Prep_State_Contacts.pdf

NCATE Accredited Institutions www.ncate.org/tabid/176/Default.aspx

TEAC Members (accredited) www.teac.org/membership/teac-members/?page_id=45&Sort=3&Ref=1

Carnegie Foundation Institution Lookup for Research University, Very High (RU/VH)
classifications.carnegiefoundation.org/lookup_listings/srp.php?clq={%22basic2005_ids%22%3A%2215%22}&limit=0,50

Carnegie Foundation Institution Lookup for Research University, High (RU/H)
classifications.carnegiefoundation.org/lookup_listings/srp.php?clq={%22basic2005_ids%22%3A%2216%22}&limit=0,50