



September 2016

Provisional Professional Teaching License

This fact sheet is intended to provide information pertaining to The Provisional Professional Teaching route to Licensure.

What is the Provisional Professional Teaching License, PPTL?

A nonrenewable three-year provisional license issued to an experienced professional for the purpose of teaching on a part-time or full-time basis as teacher-of-record in an Arkansas public or charter school. The license can be issued for one (1) or more licensure content areas for Middle Childhood grade 4-8 or Secondary grades 7-12 content subject areas.

How do I qualify for the PPTL?

To qualify you must document:

- A bachelor's degree or higher with a minimum overall grade point average (GPA) of 2.70, and
- Verification of three (3) years of employment experience directly related to the content subject area(s) of licensure, and
- Justification explaining how the work experience directly relates to the content subject area to be taught, and
- Two (2) letters of professional recommendation, and
- Passing score on the Praxis CORE: exams #5751, OR
- Passing score on approved equivalent exam (GRE, LSAT, MCAT), and
- Passing score on the Praxis II: Content Subject Area exam(s), and
- Clearance of all required background checks for teacher licensure in Arkansas

When and how do I apply for the PPTL?

Applications are accepted all year round. To apply you must submit the following documents, in one packet, to:
Arkansas Department of Education

Office of Educator Licensure
#4 Capitol Mall, Rm 106 B
Little Rock, AR 72201

- Official transcript(s) documenting degree(s) conferred and the required GPA
- Verification of work history, specifically for the three (3) years of content subject area related experience, completed by previous employer, on official letterhead, to include:
 - Name of Organization
 - Mailing Address
 - Phone Number
 - Full Name of Immediate Supervisor
 - Supervisor's Job Title
 - Title of Position held while employed
 - Dates of Employment
 - Brief Description of Job Duties
- A justification statement, written by the applicant, expressing the desire to become a teacher, listing the reasons why the applicant believes they will be a good teacher, documenting any previous experience working with children in any capacity, and explaining how work experiences directly relate to the content subject area to be taught.

- Two letters of professional recommendation submitted directly to the Office of Educator Licensure by the references.
- Arkansas Educator License Application: Click here, print, complete and sign.

What happens next?

The application and packet are reviewed. If approved, the candidate will then be asked to provide evidence of:

- Passing score on the Praxis CORE #5751 exams, or approved equivalent exam, and
- Passing score on the Praxis II: Content Subject Area exam(s), and
- Clearance of all required background checks for teacher licensure in Arkansas
- Arkansas IDEAS certificates of completion of all required pre-service professional development as listed below:
 - Two (2) hours of parental involvement;
 - Two (2) hours of child maltreatment training; and
 - Two (2) hours of teen suicide awareness and prevention; and
 - Dyslexia awareness.

Once the scores are verified, all background checks are cleared, and professional development certificates are received, then the Office of Educator Licensure will provide the candidate with a letter of eligibility to verify to an Arkansas public or charter school official that the candidate is now employable as teacher of record.

When will the provisional license be issued?

The license will be issued upon receipt of the signed letter of eligibility stating an offer of employment to teach classes for credit, part-time or full-time, in an Arkansas public or charter school.

What is required during the three years of provisional licensure?

An individual who receives a three-year Provisional Professional Teaching License shall complete, in the first year of provisional licensure, twenty-four (24) hours of training in pedagogy. The twenty-four (24) hours of training in pedagogy are in addition to and not considered a part of the annual, required professional development. Teachers shall be mentored for the first two years under the Provisional Professional Teaching License.

How do I convert to the Standard Teaching License?

To convert to the Standard license an individual holding a Provisional Professional Teaching License must:

- Provide proof of completion of the twenty-four (24) hours of pedagogy training; and
- Pass Praxis II: Principles of Learning and Teaching exam for the grade level taught; and
- Be identified by the employing school district as proficient or above on the summative evaluation; and
- Provide a recommendation from the superintendent of the employing school district for full licensure; and
- Submit an application and pay the full \$75.00 application fee for the Standard license

For more information please contact the Office of Educator Licensure at 501-682-4342.