



Career Development Program

Early Childhood, Elementary Education, or Special Education

The Career Development Program is for the areas of **Early Childhood, Elementary Education, or Special Education**.

This program is **not** for general secondary/PK-12 teaching areas.

»» Eligibility and Program Requirements

To be eligible for the program for a provisional certificate, applicants must meet all three of the requirements below.

Prior to Provisional Certification	
College Degree	Bachelor's degree with a cumulative GPA of 2.5 or higher
One Year Experience	One year of experience in a classroom at an accredited school in the area requested (e.g. as a paraprofessional)
Subject Area Test	Must match the experience
Reading Test	Foundations of Reading (FOR) assessment

To upgrade the provisional certificate to a standard certificate, the requirements below must be completed.

During Provisional Certification	
Professional Education Assessment	APK (formerly the PPAT and OPTE)
12 Hours of Professional Education College Courses	One course (3 hours) must address reading instruction
	The other courses are determined by the college education department (must match the certificate area)
One Year Experience Teaching	Successfully teach one year at an accredited school while certified in the new area



»» Process Overview

1. Complete a bachelor's degree with a cumulative GPA of 2.5 or higher
2. Complete one year of experience in a classroom at an accredited school in the area requested
3. Pass the subject area test (must match the experience) and the Foundations of Reading (FOR) assessment
4. Apply for provisional certificate
 - a. Complete a certification or dual background check (if not currently certified in Oklahoma)
 - b. Send official transcripts from all colleges/universities attended
 - c. Submit online application in OECS (\$30 fee) and upload D1 Form (parts A and B)
5. Complete program requirements within three years
 - a. Pass the professional education assessment (APK/PPAT/OPTE)
 - b. Complete 12 semester hours of professional education coursework that matches the new area
 - c. Successfully complete one year of teaching at an accredited school while certified in the new area
6. Apply for standard certificate
 - a. Send updated official transcript(s)
 - b. Submit online application in OECS (\$50 fee), D1 Form (all parts), and C1 Form

»» Important Details

Experience Definitions

- Early Childhood: Pre-K through 3rd grade, in a regular education classroom
- Elementary Education: 1st through 8th grade (excluding 7th/8th grade math), in a regular education classroom
- Special Education: PK-12 working directly with special education students in a special education setting

College Coursework

- An Oklahoma college education department with an educator preparation program (EPP) in the certification area must approve all 12 hours required for this program, even if the coursework was completed out-of-state.