

## DELAWARE Reciprocity

### Information For Educators Holding Credentials From Another State

If you are an educator who holds **Licensure or Certification in another state and wish to apply for Delaware credentials**, you will need to register and apply online for Delaware Licensure and Certification. The **License** allows you to teach in Delaware, and the **Certificate** identifies the subject(s) you may teach or the position you may hold (counselor, social worker, administrator). You may apply for multiple Certificates.

#### Delaware issues four Licenses:

- Provisional License for educators with less than one year teaching experience.
- Initial License for educators with three years or less of experience and has completed a Performance Assessment.
- Continuing License for educators with more than three years of experience.
- Advanced License for holders of National Board Teaching Certification.

### Apply on DEEDS

Complete the online DEEDS application for Licensure and Certification. To apply: (<https://deeds.doe.k12.de.us>). There is a \$100 application fee.

### Submit Required Documentation

**Official Transcripts** - Send official (sealed, unopened) transcripts for **all** degrees and coursework directly to our office. DOE only accepts transcripts from regionally accredited colleges/universities.

**Copy of Educator Credentials** - Send a copy of the credentials you earned from your state's Department of Education. Educators who hold a *full and current* license/certificate in another U.S. state (including District of Colombia, Guam, and Puerto Rico) will be issued a comparable Delaware license/certificate.

Delaware does not accept the following Credentials as reciprocal:

- ◆ Certificates of Eligibility
- ◆ Intern Certificates;
- ◆ Conditional Certification;
- ◆ Substitute Teacher License;
- ◆ Private School License; or
- ◆ Endorsements.

NOTE: If your credential is valid beyond the expiration date listed on your license or certificate, you must have the issuing State Department of Education submit a letter verifying your credential is still current and valid.

NOTE: If your credential is not accepted in Delaware under reciprocity, you will need to submit *Core Academic Skills for Educators* (or an approved alternative) to receive a License in the following areas:

- Mathematics.
- Reading.
- Writing.
- Praxis II is required for most Certificates.
  - Link to DE Praxis tests: <http://www.ets.org/praxis/de/requirements>; and use reporting code R7065 to have ETS send official scores electronically to Delaware.
- For Certificates requiring American Council on the Teaching of Foreign Languages (ACTFL), Language Testing International administers the ACTFL tests: [www.languagetesting.com](http://www.languagetesting.com).

**Work History** - Some applications require verification of credentialed experience. If you have three or more years of state-credentialed teaching experience in a **full-time (non-substitute) K-12 teaching position** outside of DE, please submit verification on *Form E*. Other areas will use *Form ENT*. These forms can be found at:

[https://deeds.doe.k12.de.us/certificate/deeds\\_forms.aspx](https://deeds.doe.k12.de.us/certificate/deeds_forms.aspx)

Complete the top section of the form, and submit the form to the personnel office of the school or district for completion. The section listing verification of successful evaluations **must** be completed, and the personnel office is to mail the completed form directly to this office.

**Questions? Visit DEEDS**

Answers to most questions can be found using DEEDS website links and on the first page under *Apply for a Credential*:

<https://deeds.doe.k12.de.us>

If additional assistance is needed, email:

[deeds@doe.k12.de.us](mailto:deeds@doe.k12.de.us)

This information is provided as a summary only. For detailed information, visit Title 14 of Delaware Code (<http://delcode.delaware.gov/title14/>) or Administrative Code - Professional Standards Board Regulations (<http://regulations.delaware.gov/AdminCode/title14/1500/index.shtml#TopOfPage>).