

# SPECIAL EDUCATION, BSE

## CERTIFICATION/LICENSURE

### ADDITIONAL CERTIFICATION REQUIREMENTS

Students interested in certification must, in addition to completing UW–Madison's program requirements, also complete Wisconsin statutory requirements related to teacher education and certification requirements established by the Wisconsin Department of Public Instruction. Students must complete all requirements and also obtain the endorsement of the program faculty to receive certification through UW–Madison. For additional certification requirements and information about applying for a license, see the Teacher Education Center (<https://tec.education.wisc.edu/current-students/>).

### APPLYING FOR A TEACHING LICENSE

The State of Wisconsin requires that anyone wishing to teach in a public K–12 setting hold a valid teaching license issued through the Department of Public Instruction. In addition to completing a certification program, students must submit a separate application for this license. Students intending to complete a teacher certification program should monitor program requirements carefully. The Wisconsin Department of Public Instruction (DPI) periodically implements regulations that affect all certification programs; teacher certification candidates are responsible for having up-to-date information about certification requirements.

### LICENSING LEVELS

The following licensing options will be offered at UW–Madison.

- The core Elementary Education licensing level will be Kindergarten through Grade 9. Early Childhood, and English as a Second Language Kindergarten through Grade 12, can be added to the K-9 option.
- Special Education will offer licensing at the Early Childhood level, Kindergarten through Grade 12 level, and a program option that licenses in both Early Childhood Special Education and K-12 Special Education. The new Elementary Education and Special Education degree certifies students in both Special Education Kindergarten through Grade 12 and Elementary Education Kindergarten through Grade 9.
- Secondary Education program areas will license in their subject area Grades 4 through 12, and also in English as a Second Language Kindergarten through Grade 12.
- World Language Education program areas will license at the Kindergarten through Grade 12 level.
- Students in special fields such as Art, Music, and Physical Education will be licensed at the Kindergarten through Grade 12 level.
- Health and Library Media Specialist both license at the Kindergarten through Grade 12 level.

- Communication Sciences and Disorders (Speech–Language Pathology) will license at the K-12 level.

### WISCONSIN STATE LICENSING

The State of Wisconsin issues an initial teaching license to certified teachers. The current fee is \$125. An online license application is available through the Department of Public Instruction (<http://dpi.wi.gov/tepd/elo/>). A background check will also be conducted by DPI. Information about fingerprint submission, when necessary, is available through the Department of Public Instruction (<http://dpi.wi.gov/tepd/licensing/fingerprint/electronic-submission/>).

Before applying for a license, DPI requires the electronic submission of "Endorsed Candidate for Licensure" (ECL) data by the certifying officer of the institution where the teacher preparation was completed. For UW–Madison teacher certification students, the endorsement will come from the School of Education, L139 Education Building, 1000 Bascom Mall. Once this information has been submitted to DPI, students are notified by email that they may begin the application online.

Before endorsing a student, UW–Madison requires that

1. all certification requirements are met;
2. student teaching (following the school district calendar) is completed;
3. final grades are posted and reviewed;
4. the degree is "posted" by the registrar's office (one to four weeks after graduation); and
5. a recommendation for certification is received from the program faculty.

The Wisconsin Department of Public Instruction may require an additional 6 to 8 weeks for license processing.

### LICENSING OUTSIDE OF WISCONSIN

To apply for a license in a state other than Wisconsin, first check out the application requirements of that state. The University of Kentucky has a website (<https://education.uky.edu/accreditation/certification/states/>) that provides links to teacher licensing agencies in all 50 states, the District of Columbia, and Puerto Rico.

Many states have a verification form that needs to be signed by a UW–Madison certification officer. This form verifies that a state-approved licensing program has been completed. These forms should be sent to the School of Education Teacher Education Center at L139 Education Building, 1000 Bascom Mall, Madison, WI 53706, or by email ([educatorlicensing@education.wisc.edu](mailto:educatorlicensing@education.wisc.edu)) to be completed. You must complete your personal information on the form before sending it to the Teacher Education Center. If the form requests information about practicum and student teaching assignments (names of schools, grade levels, dates, etc.), this information must also be completed before sending the form to the Teacher Education Center.

### PROFESSIONAL CERTIFICATION/ LICENSURE DISCLOSURE (NC- SARA)

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program

meets state educational requirements for initial licensure or certification.  
Following is this disclosure information for this program:

**The requirements of this program meet Certification/  
Licensure in the following states:**

Wisconsin

**The requirements of this program do not meet  
Certification/Licensure in the following states:**

Not applicable

**The requirements of this program have not been  
determined if they meet Certification/Licensure in the  
following states:**

Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut,  
Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas,  
Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan,  
Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New  
Hampshire, New Jersey, New Mexico, New York, North Carolina, North  
Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South  
Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia,  
Washington, West Virginia, Wyoming, District of Columbia; American  
Samoa, Guam, Northern Mariana Islands, Puerto Rico, U.S. Virgin Islands