

What Does The Program Cost?

ARTC candidates must pay the tuition for each required course. Currently, they enjoy a reduced tuition rate which may be reimbursed by their district's Critical Needs Scholarship Fund.

What Does The School District Have To Do In Support of ARTC Teachers?

The district must:

- Orient ARTC teachers to district policies and practices.
- Insure that all candidates pass the Praxis I and Praxis II tests, and obtain acceptable health clearance and criminal background checks.
- Provide intensive on-the-job mentoring and supervision.
- Document the internship year and making a recommendation regarding certification.

What Are The Mentoring And Supervision Requirements?

ARTC teachers are assigned a **mentor** and participate in the Delaware educator mentoring program, which employs the Pathwise new teacher induction program. Mentors must visit and coach candidates at least once every two weeks during their first 10 weeks in the classroom, and at least four additional times over at least the next 20 weeks. During this time, districts should also provide opportunities for ARTC candidates to observe other experienced teachers. All new educators have a mentor for a least a year and may be assigned a mentor in the second year, if necessary. The mentoring program continues throughout the three years of an Initial License.

A **supervisor** must observe ARTC teachers at the end of their first 10 weeks in the classroom and prepare a formal written progress report (lesson analysis). Formal observations must be done at least twice more over at least the next 20 weeks, and no more than two months apart.

How Do I Document The Internship In Lieu Of Student Teaching?

Upon successful completion of the minimum 30-week internship, the district submits a comprehensive evaluation report to DOE and recommends whether an initial certificate should be issued. The **evaluation report** includes the supervisor's classroom observations and performance appraisal. The supervisor's **recommendation** letter may recommend certification or not recommend certification. It should include evidence supporting the recommendation.

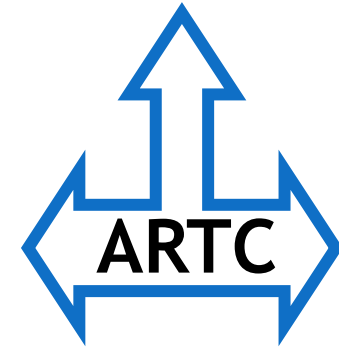
The evaluation report and recommendation must be provided to the candidate at least 20 days before submission to DOE. Candidates who disagree with their reports may follow the appeals process outlined in the Delaware Code.

The ARTC Coordinator will notify the district, school and Office of Professional Accountability when candidates complete the required professional education coursework.



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Alternative Routes to Certification

A Guide for School Administrators



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WWW.UDEL.EDU/ARTC



What is the Alternative Routes to Certification (ARTC) Program?

The Alternative Routes to Certification program supports Delaware public and charter schools in certain secondary subject areas and K-12 Music and Art where there is a shortage of certified teachers (“critical needs areas”). Schools may hire individuals to teach a subject in which they already have an appropriate academic degree—and then enroll them in ARTC to complete certification while they are teaching.

ARTC provides all of the professional education course work required for secondary certification in a coordinated, 12-to 18-month program. At the same time, the school district provides intensive on-the-job mentoring and supervision in lieu of student teaching.

How Can Schools Find Out About Possible ARTC Candidates?



ARTC works to increase the pool of candidates via our Web site, community outreach, and targeted recruitment of individuals whose academic and work experiences make them well suited for the transition to a career in the classroom.

Individuals with appropriate degrees are encouraged to complete the Praxis I and II requirements, post an application at teachdelaware.com, and submit personal information to the ARTC office via an on-line form. These forms are forwarded to district personnel offices and added to a database of potential candidates that is shared with district personnel offices and school administrators when requested.



Who Can Hire Teachers Under ARTC?

All Delaware secondary public schools and charter schools (middle and high schools) may hire teachers under the Alternative Routes program.

What Positions Are Covered By ARTC?



ARTC only enrolls candidates in certain secondary subjects and K-12 Music and Art that have been designated “critical needs areas” by the state of Delaware. In the past, these have included mathematics, science, technology education, foreign languages, English, agriculture, and business education. A current list of “critical needs areas” can be found at the DOE and ARTC Web sites.



Who Is Eligible For ARTC?

To be eligible for ARTC, candidates must:

- BE HIRED BY A DELAWARE PUBLIC OR CHARTER SECONDARY SCHOOL. ARTC candidates are first hired to teach and then enrolled in ARTC.
- HOLD AT LEAST A BACHELOR’S DEGREE WITH A COHERENT MAJOR APPROPRIATE TO THE SUBJECT THEY ARE BEING HIRED TO TEACH.
- PASS THE PRAXIS I TEST.
- PASS THE PRAXIS II TEST when a test in the candidate’s subject area has been approved. A list of approved tests can be found at DOE and ARTC Web sites.
- OBTAIN ACCEPTABLE HEALTH AND CRIMINAL BACKGROUND CLEARANCES.

How Do I Determine If Someone Is Eligible For ARTC?



The ARTC Office determines eligibility in consultation with the DOE Office of Professional Accountability. Before applying for employment, candidates can submit their transcripts for ARTC review first to see if they would be eligible.

What About NCLB Requirements?



ARTC teachers are “highly qualified” under NCLB and should complete the Teacher Quality Survey on DEEDS.



How Long Do They Have To Complete The Praxis Requirements?

Candidates must satisfy all Praxis requirements (I and II) before the end of the fiscal year after which they are hired. Districts/schools should fax candidate transcripts to the ARTC Office for evaluation.

When Can I Enroll A Candidate?



Candidates should be enrolled as soon as they are hired and determined eligible for ARTC.



How Are Candidates Enrolled In ARTC?

As soon as an eligible candidate has been hired, the district personnel office should contact the ARTC Coordinator with the following information: name, address, phone, e-mail, social security number, birth date, school, and subject area.

A letter will be sent to the candidate confirming enrollment, with copies to the district personnel office, school principal, and DOE Office of Professional Accountability.

Upon acceptance into the ARTC program, candidates are issued an Initial License, which is valid for three years, unless revoked, and an Emergency Certificate, which is also valid for three years and which is not renewable. A Standard Certificate is issued upon completion of the ARTC program.