

**Lake Union Conference
DESIGNATED SUBJECT CERTIFICATE
RECOMMENDATION**

The _____ Conference of Seventh-day Adventists
recommends _____ for a North American
Division

Designated Subject Teaching Certificate with an endorsement in _____

We would like this certificate to be valid for _____ year(s) beginning with the ____ - ____
school year. (Indicate one, two, or three years.)

This certificate may be renewed upon completion of the following approved program.
(Indicate specific professional activities or academic credits required for renewal.)

Signed _____ Date _____
Principal

Signed _____ Date _____
Superintendent of Schools

NOTE: FOR THOSE RECEIVING THIS CERTIFICATE FOR THE FIRST TIME—copies of transcripts, verification of recent successful experience in the subject area (as detailed in #3 on the reverse side of this form), and an application must accompany this form.

1. **FOR THOSE RENEWING THIS CERTIFICATE**—verification of successful completion of renewal requirements must accompany this form.
2. This recommendation does not necessarily guarantee that a certificate will be issued.

DESIGNATED SUBJECT CERTIFICATE

The Designated Subject Certificate is issued to an experienced individual who has demonstrated expertise in one or more specific areas and who by experience and training can provide a valuable contribution to the educational program. The endorsed area(s) is/are indicated on the certificate.

This certificate cannot be substituted for the North American Division Basic, Standard, or Professional Teaching Certificate, or used in a way to circumvent the meeting of the requirements for those certificates.

The application for the Designated Subject Certificate shall be recommended by the conference office of education for consideration by the union conference officer and/or Certification Review Committee.

THE FOLLOWING REQUIREMENTS MUST BE MET:

1. Eligibility requirements as outlined in the North American Division K-12 Educators' K-12 Certification Manual.
2. The initial General Eligibility Requirements (see Section 1.4 except 1.4.3 and 1.4.4).
2. Possesses a high school diploma or has passed an equivalency examination as designated by the union office of education or in the case of an applicant for a Designated Administrator Certificate, a baccalaureate degree (see Section 2.6).
3. Verification of successful and recent experience in the technical skill, trade vocation, or non-vocational subject named on the certificate with a minimum equivalent of five years of experience. One year of the required experience must be within the three-year period immediately preceding the application for issuance of the certificate. Work experience is defined as paid work experience or its equivalent.

QUALIFYING EXPERIENCE

<u>Education and/or Training</u>	<u>Work experience Required</u>
High school diploma or equivalent	plus 5 years
One year of occupational preparation appropriate or related to teaching field.	plus 4 years
Two years of occupational preparation appropriate or related to teaching field.	plus 3 years
Three years of occupational preparation appropriate or related to teaching field.	plus 2 years
Baccalaureate degree with a major in or related to teaching field.	plus 2 years
Completion of an apprenticeship or similar program in accordance with industry and labor standards. . . .	plus 2 years

RENEWAL - The Designated Subjects Certificate shall be issued for one to three years and may be renewed upon recommendation of the conference office of education and when approved by the Union certification officer and/or the Certification Review Committee. Any specific requirements for renewal will be determined at the time of issuance.