

Information on Additional Licensure Plan-Program of Study
(ALP)

University of Arkansas

The ALP consists of a program of study and the successful completion of state mandated assessment(s).

If you currently hold a teaching license in a standard area and are teaching or will be teaching out of your licensure area, your school district will need to file an ALP form with the Arkansas Department of Education. The ALP is the recognized process for allowing a licensed teacher to be employed in an out-of-field teaching position. You can access the ALP forms from the Arkansas Department of Education homepage at:

<http://akansaed.org>

This will also show the current **assessment necessary to take and pass**.

Please note: Individuals holding a teaching license in **Adult Education**, **School Psychology Specialist** or **Speech Pathology** must hold a teaching license in a standard area for grades P-4, 4-8 or 7-12 before adding an additional area. An ALP **cannot** be added to a license in Adult Education, School Psychology Specialist or Speech Pathology.

INSTRUCTIONS:

Upon completion of the following:

- (1) Program of Study (an official transcript from every institution where courses were taken and used for the ALP).
- (2) Passing all of the mandated Praxis II tests. Make sure to send a **copy** of your results.
- (3) Complete an Arkansas Application for Teacher Licensing-available on ADE's web site:

http://arkansased.org/educators/pdf/licensure/educator_application_011811.pdf Remember to sign the application.

Send all of the above in a **complete packet** to

Kathy Malstrom, Teacher Certification Officer
350 Graduate Education Building
University of Arkansas
Fayetteville, AR 72701
479.575.6740 kkmalst@uark.edu

Please note, the transcript must be an "official" transcript--a copy of a transcript or one that you have opened cannot be used.

Your application packet will be reviewed and if complete, will then be sent to Professional Licensure at the Arkansas Department of Education for their approval. The ADE is responsible for adding your additional licensing area to your license, and will issue a new license to you in a timely manner.

You can also be working on adding an additional area or endorsement at a later date by following the program of study/classes. A listing of all the recommended program of studies available at UAF can be obtained from the College of Education and Health Professions at:

coehp.uark.edu/licensure.html

Prerequisites for all courses are listed in the University of Arkansas catalog-either the Undergraduate or Graduate catalog. Access this information at www.uark.edu