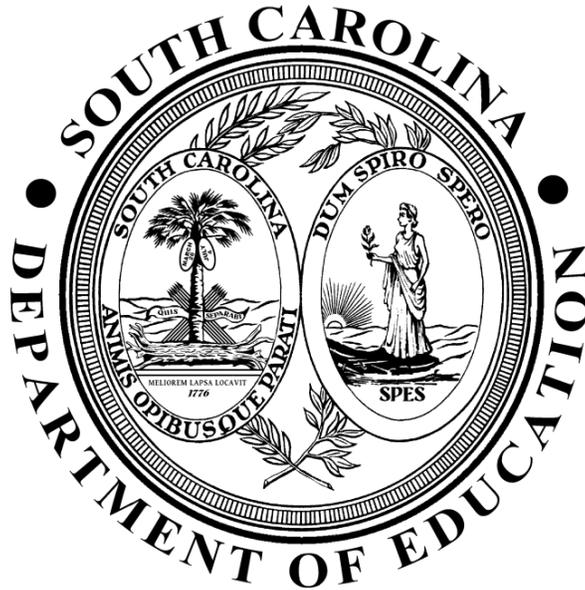


STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MOLLY M. SPEARMAN
STATE SUPERINTENDENT OF EDUCATION
SECRETARY TO THE STATE BOARD OF EDUCATION



Guidelines for Certification Permits

Pursuant to Regulation 43-53

August 14, 2018

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The Legislative Mandate

S.C. Code Ann. § 59-5-75

The State Board of Education shall review and make any necessary revisions to regulations to define the criteria for an out-of-field permit and for school districts to report out-of-field teaching for teachers who are not teaching one hundred percent of the time in their areas of certification or in a field in which the teachers have twelve or more academic hours from a regionally, state, or nationally accredited program, with special provisions made for phasing in middle level certification.

HISTORY: 2000 Act No. 393, Section 2.

State Board of Education Regulation 43-50
Persons Required to Hold a Teaching Certificate

Each individual employed in an instructional, classroom teaching position or who serves in a position designed for the support of the instructional program in a public school of this state must hold an appropriate South Carolina teaching credential. The licensing of related educational professionals in the areas of Audiology, Nursing, and Social Work is remanded to the established licensing boards effective July 1, 2000. Individuals employed as Trade and Industrial teachers are required to meet all general certification requirements except where specified otherwise.

State Board of Education Regulation 43-53(G)
Credential Classification

A one-year certification permit may be issued to an educator who holds a valid South Carolina initial or professional teaching certificate and is assigned teaching duties for any amount of time in an area for which he or she is not appropriately certified. Permits may be issued to classroom-based teachers and for the areas of administration, library media specialist, and school guidance counselor. Certification permits are not issued for the areas of school psychologist and speech-language therapist.

The South Carolina Department of Education has the authority to develop guidelines for the issuance of certification permits in accordance with the provisions of this regulation to include eligibility for the issuance of a certification permit, annual coursework requirements and progress necessary for renewal of the permit, and final requirements for attaining full certification in the permit area. Certification permits must be requested by the educator and his or her employing school or school district.

General Information

This document establishes the guidelines and requirements for educators seeking a certification permit. The South Carolina Department of Education (SCDE) has the authority to develop guidelines for the issuance of certification permits in accordance with the provisions of State Board of Education (SBE) Regulation 43-53 Credential Classification to include eligibility for the issuance of a certification permit, annual coursework requirements and progress necessary for renewal of the permit, and final requirements for attaining full certification in the permit area. Per Section 59-5-75, a permit may be issued to an educator in a certification field for which the individual has earned twelve or more academic hours from a regionally, state, or nationally accredited institution.

South Carolina educators must be appropriately certified for the positions they hold and the courses and grade levels to which they are assigned. An educator who is assigned for any period of time in a field for which he or she is not certified is considered to be assigned out-of-field. An educator who qualifies for and is issued a certification permit in a given certification field will be considered appropriately certified.

Certification permits may be issued to eligible educators in the following areas:

- All classroom teaching fields
- All leadership and administrative fields
- Designated service fields
 - Library media specialist, and
 - School guidance counselor

Certification permits are not issued for the areas of school psychologist and speech-language therapist.

Please note that in referring to grade spans, the term Pre-Kindergarten is abbreviated as PK in this document.

I. Certification Permits for Classroom Teaching Fields

A. Permit Eligibility

In order to be eligible for a certification permit in a classroom teaching field, an educator must

1. Have earned a bachelor's degree or higher;
2. Possess a valid Initial or Professional South Carolina educator certificate at the early childhood, elementary, middle level, secondary, or PK–12 level; and
3. Have earned twelve or more semester hours in the requested certification field from a regionally, state, or nationally accredited program with an equivalent of a grade of "C" or better.

B. Permit Request and Issuance

The employing school district and the educator must request the certification permit using a procedure established by the SCDE teacher certification office. All requirements for the issuance of a first-time permit, including the request and official college and university transcripts, must be on file with the SCDE no later than April 30 of the school year for which the permit is to be issued. A certification permit will be issued with effective dates of July 1 through June 30 of the requested school year.

C. Permit Renewal

By meeting annual requirements established below, an educator may continue to renew a certification permit until all requirements are met to add the new area in full to his or her educator certificate. All add-on requirements are established in the SBE-approved Guidelines and Requirements for Content Area Add-on Certifications and Endorsements.

In order to renew a permit for an additional one-year period, an educator must

- Earn at least three semester hours of coursework toward the certification field with a grade of “C” or better from a regionally, state, or nationally accredited program after the issuance of the initial permit; or
- Earn a qualifying score on the subject area assessment adopted for the certification field by the SBE.

The employing school district and educator must submit a request to renew the permit using a procedure established by the SCDE teacher certification office. The request and all supporting documentation must be on file before November 1 of the renewal year in accordance with provisions of Regulation 43-53 Application for Teaching Credential. The coursework requirement applies per year (i.e., three semester hours per year). The renewed certification permit will be issued with effective dates of July 1 through June 30 of the requested school year.

Permits and renewals must be requested in consecutive years. Educators who receive a permit but do not complete the requirements for renewal for the following year are not eligible for a permit in the same area in any subsequent year until original requirements for renewal are met.

D. Adding Certification in the Classroom Teaching Field

Upon completing all coursework and testing requirements to add the new classroom teaching field, the educator must submit an official request for full certification in that area to the SCDE teacher certification office along with official transcripts and score reports.

II. Certification Permits for Service and Leadership and Administrative Fields

A. Permit Eligibility

To be eligible for a certification permit in a designated service or leadership field, an educator must

1. Have earned a bachelor's degree or higher;
2. Possess a valid Initial or Professional South Carolina educator certificate at the early childhood, elementary, middle level, secondary, or PK–12 level;
3. Have earned twelve or more semester hours in the requested certification field from a regionally, state, or nationally accredited program with an equivalent of a grade of “C” or better; and
4. Submit official verification of enrollment in an educator preparation program at a regionally, state, or nationally accredited program that is approved for certification in the designated area.

B. Permit Request and Issuance

The employing school district and the educator must request a certification permit in a service or leadership and administrative field by using a procedure established by the SCDE teacher certification office. All requirements for the issuance of a first-time permit, including the request and official college and university transcripts and enrollment verification, must be on file no later than April 30 of the school year for which the permit is to be issued. A certification permit will be issued with effective dates of July 1 through June 30 of the requested school year.

C. Permit Renewal

By meeting annual requirements established below, an educator may renew a certification permit in a service or leadership field until all requirements are met to add the new area in full to his or her educator certificate. Requirements to add service and leadership fields are established in Regulation 43-64 Initial Certification at the Advanced Level and require completion of all requirements of a master's degree program or higher in the area.

To renew a permit in a service or leadership and administrative field for an additional one-year period, an educator must

- Earn at least six semester hours of coursework toward the certification area with a grade of “C” or better from a regionally, state, or nationally accredited program after the issuance of the initial permit.

The employing school district and educator must submit a request to renew the permit using the procedure established by the SCDE teacher certification office. The request and all supporting documentation must be on file before November 1 of the renewal year. The coursework requirement applies per year (i.e., six semester hours per year). The renewed certification permit will be issued with effective dates of July 1 through June 30 of the requested school year.

Permits and renewals must be requested in consecutive years. Educators who receive a permit but do not complete the requirements for renewal for the following year are not eligible for a permit in the same area in any subsequent year until original requirements for renewal are met.

D. Adding Certification in the Service or Leadership and Administrative Field

Upon successful completion of all requirements of the approved educator preparation program and earning a qualifying score on the subject area assessment approved by the SBE for certification in the area, the educator must submit the following documentation to the SCDE teacher certification office:

- a request to add the area;
- an official transcript showing degree conferred;
- an official testing score report; and
- a program verification and certification recommendation form completed by the college or university.