



Forms and additional information can be found on our website at: <https://www.cte.nd.gov/teacher-licensing>

If you have any questions, please feel free to contact us at (701) 328-3178 or tmbecker@nd.gov.

New Applicant Checklist

To receive a 2-year provisional or a regular certification from CTE, please complete the following:

	Application for Postsecondary Credential Application (SFN 61262).
	Upload copies of current trainings/certification/license required for the occupational field you teach in (Ex.: ASE, NATEF, Nursing, etc.) to the application.
	Upload copies of your college transcripts. An unofficial copy is sufficient if it shows correct amount of credit hours.

If you have a master's in education, you will receive a regular CTE Certification that does not expire.

All first-time applicants receive a 2-year CTE Certification that will allow time for you to complete the required training to gain classroom management skills and other valuable new educator information. Valley City State University offers a Transition to Teaching course that is sponsored by the Department of CTE that will fulfill this requirement. Through our partnership with VCSU, credit hours are offered at a reduced cost, but the cost of this program is your (or your school's) responsibility.

Please contact Dr. Amber Aberle via email at amber.r.aberle@vcsu.edu or via office number (701) 845-7192 to enroll.

The above certification will be sent to you via email to the address you list on the application form.

Renewal Applicant Checklist

Once you have completed Transition to Teaching, to receive a regular Certification from CTE, please complete the following:

	Application for Postsecondary Credential Application (SFN 51688).
	If you currently have a 2-year provisional credential, upload verification (transcripts) showing that you completed an approved clinical practice program.

The above certification will be sent to you via email to the address you list on the application form.