

Contact the Certification Coordinator, Clemmer College of Education and Human Development, Box 70685, Johnson City TN 37614 or Telephone (423) 439-7562 or Email: teacherlicensure@etsu.edu. Office located in Room 305 Warf-Pickel Hall.

- Complete and submit the <u>Declaration of Intent to Pursue Additional Teaching Endorsements</u> at the beginning of add-on coursework.
- Course substitution requests require a completed <u>Course Substitution Form</u>, which must be routed through the certification officer.
- Teacher education students who are pursuing <u>initial</u> teaching license and wish to add credits toward an add-on endorsement may do so. Please be advised: An add-on program does not necessarily meet the requirements of a minor, and substitutions or approvals made for teaching add-ons do not take the place of catalog requirements or departmental advisement for degree purposes.
- Courses counted toward an add-on must have a minimum grade of "C" (2.0) or equivalent unless otherwise stated in this program sheet.
- Add-ons will not be verified unless all requirements for initial Tennessee teaching license are met.
- This endorsement can be added by coursework only, that is, by completing this add-on endorsement program of study, and does not require passing a content area assessment.
- When coursework is complete, please contact the Certification Officer to request the college submit the endorsement recommendation to your account in TNCompass.