How to Become an Alternate Route Teacher

Step 1: Receive your Bachelor's Degree meeting the GPA Requirement:
GPA of at least 3.0 when a GPA of 4.00 equals an A grade - Graduates **after** September 1, 2016.
GPA of at least 2.75 when a GPA of 4.00 equals an A for graduates **prior to** September 1, 2016.

Step 2: Register and pass the appropriate endorsement examination(s). Please note, there are fees associated with each examination. Click **here** to find the list of endorsements under the Instructional Certification tab on the web page. Use the CE hyperlink per section on the website's page to populate DOE's qualifications.

Step 3: *After identifying the endorsement(s) in Step 2*, access the **Basic Skills & Subject Examinations Page** and **Fees and payment policies** to register for your exam.

How to Apply for the Certificate of Eligibility (CE)?

Step 4: Official electronic transcripts need to be sent to: **certapplication@doe.nj.gov**. Then the applicant is ready to **apply for the (CE).** *Please note, NJEdCert will require the candidate to create an account if they do not already have a login.*

Step 5: After going through the hiring and onboarding process with Newark Board of Education, you would apply for a Provisional Program. Use click **NJDOE Approved Schools/Programs** to view all partnering schools, curriculum structure and fees.

Step 6: Once you have completed your provisional program, mentorship, and received two effective or highly effective ratings while teaching under your provisional certification, you will be eligible to apply for your Standard certificate.

Alternate vs. Traditional Route

Certification Name	Details
Certificate of Eligibility with Advanced Standing (CEAS)	Candidates who are issued a CEAS received their Bachelors degree from an education program at an accredited college/university. These candidates are referred to as **Traditional Route**.
Certificate of Eligibility (CE)	Candidates who are issued a CE and have not completed a formal teacher preparation program at an accredited college/university but obtain the necessary training to become an NJ certified teacher. These candidates are referred to as **Alternate Route**.

Limited CE: A candidate may apply for this certification and use the license at any participating district.

Limited CEAS: A candidate may only qualify for this certification if the Education Preparation Program (EPP) endorses the candidate. The candidate may use the certification in any participating district.

Only ONE criteria can be waived:	Limited CE	Limited CEAS
Passing Score of Praxis 1: Core Basic Skills Assessment	✓	N/A
Passing Score of Praxis 2: Content Assessment	✓	✓
GPA Requirement	✓	✓
Subject Area Credit Requirement	✓	N/A

NJEdCert Updates

Important
- The NJDOE transitioned to a new online educator certification system, NJEdCert, on May 31, 2022.

Training materials for accessing and using the NJEdCert system
- How to Apply in NJEdCert
- NJEdCert District Training Video
  - Portal Navigation

What You Need To Know?
- **Training:** NJDOE did provide training videos to help guide applicants and district users.
- All pending certification submitted via TCIS expired as of 7/31/2022. The applicant would have to start the process again in NJEdCert.
- Certifications statuses are only provided on the candidate/applicants profile. **Districts are no longer able to provide certification status updates. See below**
- All accounts/certifications are in progress of being uploaded to the new site. Please note, if the candidate applied for any certifications in TCIS, the same email has been linked to the NJEdCert account.
- **Provisional Renewals and Standard Conversions:** The NJDOE is working diligently to finish populating our portal for this transaction. We are continuously processing and working with the NJDOE to avoid lapses

Checking Application Status

Candidates are able to log into the portal and check application status.

New Certificate or Credential Instructions Payment Document Collection Service Case Instructions

Select the **Payment** tab to make your payment or verify if payment is required.

After your payment is complete, select the **Document Collection** tab to see if there are any documents you need to provide.

Reminder: Please have your university, college, school or clearinghouse email electronic transcripts directly to certapplication@doe.nj.gov. An official transcript is required fr each institution that you have attended.

Note: If you are not applying for a new Certificate or Credential, select the **Service Case Instructions** tab.

Case
00009435

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Case Record Type	Educator Name	Priority	Type	Status	Case Outcome
Application Review	Kimberly Ann Gatti	Low	New Certificate or Credential	Pending Payment	

✓	Pending Payment	Pending Applicant Resp...	Pending Conduct Review	Pending Review	On Hold - Deficient	Closed