



# Teacher Certification

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## Instructions: Postsecondary Teaching Initial

### Requirements:

1. Three (3) year teaching permit issued to individuals who are teaching college courses to high school students where both high school and college credit is earned by the student.
2. If the teacher holds a current regular teaching or administrative certificate, they do not need a postsecondary teaching permit to teach dual credit courses in their endorsed area.

### An Applicant Must:

1. Be employed by a Nebraska postsecondary educational entity (community college, college or university, or a regionally accredited non-profit postsecondary education institution), **AND**
2. Be approved by a local school board to teach high school student courses earning college and high school credit, **AND**
3. School to complete the Employment Verification for Postsecondary Permit NDE 20-0024.
4. Complete application
  - a. Online: <https://online.nedoe.org> and pay non-refundable application fee
  - b. Paper: download the Teacher Application from the website [www.education.ne.gov/tcert](http://www.education.ne.gov/tcert), complete sign, and date, mail non-refundable check or money order to Teacher Certification.
5. Have your college the complete Employment Verification for Postsecondary Permit NDE 20-024.
6. Complete Record of Residences NDE 20-0017 form **OR**
  - a. Request a fingerprint packet from Teacher Certification office. Refer to Instructions Fingerprinting for Nebraska Certification **AND**
7. Submit official transcripts for a pre-approved course to meet the Human Relations Training requirement. **OR**
  - a. Submit a written, verified, narrative of your K-12 employment experience which provided you with the opportunity to acquire six (6) skills. **NOTE:** The Temporary Certificate, valid for SIX MONTHS will be issued if the Human Relations Training requirement has not been met. Refer to Requirements: Nebraska Human Relations Training.

### References:

Teacher Certification Manual

Form: Employment Verification for Postsecondary Permit NDE 20-0024

Form: Record of Residences NDE 20-0017

Instructions: Fingerprinting for Nebraska Certification

Instructions: Nebraska Human Relations Training

Instructions: Application Fees and Transcript Submission