

# Alternative Certification Program at a glance

## QUALIFICATIONS

- ⇒ Employed as a full time K-12 first or beginning of the second year instructional employee in a school in the School District of Palm Beach County
- ⇒ Hold a bachelor's degree in an area for which a certificate may be issued
- ⇒ Hold or be eligible for a three-year temporary certificate from the Florida D.O.E.
- ⇒ Obtain principal's signature
- ⇒ Complete & sign application

## PROGRAM COMPONENTS

- ⇒ School-site Support Team
- ⇒ On-line Mentor
- ⇒ Professional Development Plan
- ⇒ On-line modules
- ⇒ Individual reading assignments
- ⇒ On-line tasks related to classroom experiences completed while teaching

## TIMING

- ⇒ The program can be completed in one or two academic years

## CERTIFYING

- ⇒ Successfully complete the ACP
- ⇒ Pass all State Exams
- ⇒ Meet requirements of State Law



*"I just wanted to let you know how much I learned from this program. I could not have done it without my mentor. . ."*

**Meghan Peters**  
**Watson B. Duncan Middle**

*"I did enjoy this program very much and must say that without the support and the availability of my mentor. . .I would have taken much longer. Her encouragement meant a lot to me. . ."*

**Velouse Jean-Jacques**  
**Barton Elementary**

*"I believe you have done a great job and justice for teachers who are serious about staying in the Palm Beach County School system without having to go through a formal education training in a traditional institution."*

**Brian Gabele**  
**Palm Beach Gardens H. S.**



**The School District of  
Palm Beach County**

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# The School District of Palm Beach County



## Alternative Certification Program (ACP)

## Questions & Answers for the Alternative Certification Program

### What is the Alternative Certification Program (ACP)?

The ACP is designed to develop quality teachers for Florida's classrooms. It offers non-education majors, who hold at least a bachelor's degree in the area for which a professional certificate may be issued, the opportunity to be trained as educators. Upon completion of the program, the participant may seek professional state certification if they have satisfied Florida's testing requirements.

### What are the qualifications to participate in the ACP?

To be eligible to complete an application to the program, you must:

- ⇒ Be a full-time paid first or beginning of the second year K-12 instructional employee of the School District of Palm Beach County.
- ⇒ Hold or be eligible for a temporary teaching certificate from the Florida Department of Education.
- ⇒ Hold at least a bachelor's degree in the area for which a professional certificate may be issued.
- ⇒ Submit an ACP application as an agreement of participation.
- ⇒ Obtain hiring principal's signature on the ACP application.

Please note: The number of participants each year is limited and acceptance to the program is competitive. The submission of an application does not guarantee admission.



### How does the ACP work?

Participants in the ACP are provided with a support team composed of a building-level administrator and a mentor teacher from the school, as well as an online mentor from outside the school.

- A Professional Development Plan (PDP) is developed for each participant based on a baseline assessment of skills. The PDP outlines a course of study through a combination of classroom activities, independent reading assignments, and content of the Department of Education online program, *Ed-ventures*.
- Participants will be required to demonstrate consistent patterns of acceptable behavior in all twelve areas of the **Florida Department of Education Accomplished Practices for Educators of the Twenty-First Century** through a series of online and school-site assessment tasks. The participant will complete these tasks while teaching. The tasks are related to their classroom instruction.



- Participants are required to complete a Reading course, which can be taken online or on their own at a university. Participants are required to earn a passing score on the General Knowledge Test, the Professional Education Test, and the Subject Area Exam.

### How long does it take to complete the ACP?

The ACP can be completed in one or two academic years, including pre and post school.



### What supplies are needed to complete the ACP?

Participants will be required to obtain copies of the three textbooks necessary to complete the readings associated with the ACP.

Participants must be knowledgeable with computer usage, including sending emails with attachments.

Participants must have access at home, to a computer with Internet capabilities in order to access the Florida D.O.E. *Ed-ventures* program, as well as email capabilities to allow communication between the participant and the online mentor.

### Where can I obtain an application to participate in the ACP?

Applications for the ACP are available through the office of Organizational Effectiveness/HRMD and on the school district web site at [www.palmbeach.k12.fl.us/staffdev/acphome.htm](http://www.palmbeach.k12.fl.us/staffdev/acphome.htm).